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4
PRACTICAL INTRODUCTION

OF THE

Science

OF

SHORT HAND,

FROM THE GREEK AND PRINCIPLES OF THE LATE DR. BYRON.

DR. BYRON.

BY WILLIAM GAWTHRAN.

"[That, we consider it is great many persons who are
using the 'Short Hand' system as a means of saving time in
writing is not without its own merits. It is a system
of shorthand, and therefore it is to be used as a shorthand
system, and not as a means of saving time in writing.]"

"[The system of shorthand is a system of shorthand, and
therefore it is to be used as a shorthand system, and not
as a means of saving time in writing.]"

Byron:

Byron is a system of shorthand, and is the foundation of
the 'Short Hand' system, and is the foundation of the
system, and is the foundation of the system, and is the
foundation of the system, and is the foundation of the system.

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A
PRACTICAL INTRODUCTION
TO THE
Science
OF
SHORT HAND,

UPON THE GENERAL PRINCIPLES OF THE LATE INGENIOUS

DR. BYROM.

~~~~~  
**BY WILLIAM GAWTRESS.**  
~~~~~

"Short-Hand, on account of its great utility, merits a much higher rank among the Arts and Sciences than is commonly allotted to it. Its usefulness is not confined to any particular Science or Profession, but universal; and therefore it is by no means unworthy the attention and study of men of genius and erudition."

DR. JOHNSON.

"It is above the reach of human ingenuity to exceed his (Dr. Byrom's) general plan, which must for ever be the basis of every future rational System."

DR. MAYOR.

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Leeds:

Printed by W. Gawtress & Co. at the Intelligencer Office.

FOR BALDWIN, CRADOCK, & JOY, AND LAW & WHITTAKER, LONDON;
AND T. INCHBOLD, UNDER THE MOOT-HALL, LEEDS.
SOLD BY ALL THE BOOKSELLERS.

1819.

302. f. 27.



PREFACE.

SYSTEMS of Short Hand are already so numerous, and the Public have been so repeatedly imposed upon by hasty and superficial Treatises, that a new Publication on the subject, whatever be its merits, has but little prospect of obtaining success. It will be suspected of the imperfections which marked most of its predecessors; it will have to encounter the prejudices they have excited; and will run the risk of sharing the censure that justly belongs to them.

The Publisher of the following little Work does not profess, like most of his contemporaries, to have carried the art to its utmost perfection;—he is sensible much is yet wanting even to its comparative improvement. Neither would he mislead the reader with pompous assurances that this method may be completely attained by “a week’s practice,” or “in six lessons;”—it will probably require the leisure hours of as many months. But this he does with confidence assert, that when once attained it will be found equal to every purpose for which Short Hand is designed, and that its attainment will be accomplished with as little, if not less difficulty, than that of any rational system extant.

Among the numerous schemes of expeditious writing which have been presented to the world, none has been so generally and deservedly admired as that of the late ingenious DR. BYROM. The principles upon which it proceeds are so truly philosophic, the characters so simple, the combinations so natural, the rules so obvious and easy to be retained, and the writing so lineal, beautiful, and legible, that it must ever remain the foundation of the art, and the best text on which to engraft future improvements. “It is impossible,” as DR. MAYOR observes in the motto we have chosen for our title-page, “to exceed his general plan, which must for ever be the basis

of every future rational system." Still, however, with all its excellencies, his *Treatise* exhibits many defects. A want of method and arrangement is observable in the distribution of its several parts ;—his Alphabet is both imperfect and redundant ;—his mode of expressing the vowels requires too much nicety and deliberation to be successfully practised when following a speaker, as every one who has made the experiment can testify ;—and many additional rules and expedients, recommended by later Stenographers, may be introduced with success into his System. To supply these deficiencies, and obviate these disadvantages, is one object of the present publication. How far its author has succeeded, he leaves to the impartial judgment of the practical Stenographer.

On the first appearance of a book, it is natural to inquire, what are the reasons which led to its publication ? In the present instance they can be readily assigned.—Several years ago, the following *Treatise* was compiled for the information and amusement of a small Philosophical Society, to whom it was addressed in the form of a Lecture ; which has since been twice repeated. On each of these occasions, the Publisher, feeling that desire which generally animates the practitioners of this art, to extend its benefits as widely as possible, and his profession (that of a printer) affording him peculiar facilities, presented to his associates such extracts from the rules, with accompanying examples, as were sufficient to initiate them in the general principles of the science. The favourable reception this little abridgment met with, and the numerous applications for copies, first suggested the idea of a regular publication.

But another and more powerful motive, which induced the Author to submit this " Practical Introduction" to the public, is, that at present there is no edition of Byrom's *Short Hand* on sale, at such a price as is likely to gain it the extensive circulation and practice which its merits deserve. Many years ago, Mr. Molineux, of Macclesfield, published an abridgment of the original work, in a form at once cheap and valuable, which met with the favourable reception it merited, and passed through several editions ; but of late, either Mr. M. or his bookseller, has adopted the singular, and not very honourable expedient, of dividing the work into two distinct publications—a *Treatise* and a *Short Hand Copy Book*, which are so ingeniously connected (the examples referred to in the former being included in the latter) as to render the one comparatively useless without the other. By this means, the student is deluded into the purchase of an imperfect book, under the idea that it is a complete Introduction to the Art ; a valuable work

is placed beyond the reach of the generality of young persons; and Society is deprived of those advantages which might be expected to result from the circulation of a good System, at such a price as would secure its admission into our public schools. Perhaps no cause has contributed more to prevent the general diffusion of this Science, than the exorbitant price at which elementary Treatises, of any merit, have always been published.

With respect to the following Work, after what has been said concerning its origin, it is scarcely necessary to inform the reader, that it consists, in a considerable degree, of materials collected from the writings of others. In this respect, however, the compiler has only followed the example of all who preceded him. His object was utility, not novelty; he has endeavoured to simplify and improve, rather than to vary and invent. But, though the Book professes to be only a compilation, it will, perhaps, be found, on examination, to display as much originality as most of its predecessors; and that the alterations it proposes, are not mere fanciful and unimportant innovations, but real improvements, suggested by practice, confirmed by experience, and founded on correct and established principles.

To particularize the variations made in the System is unnecessary here. They will display themselves in the course of the Work. Whoever compares the present with the original Treatise, will immediately perceive the total change it has undergone with respect to methodical arrangement. It will, therefore, be sufficient to state, that every part of Dr. Byrom's Work which appeared useful or desirable, is carefully preserved; that the Alphabet is improved by rejecting a number of superfluous characters, and increasing the list of Words, Prepositions, &c.; that a more distinct and easy method of writing the vowels is proposed; that a line is employed in order to secure the legibility and uniformity of the writing, and to introduce the principles of position, so far as they can be adopted with safety; that several additional methods of abbreviation are suggested, by means of which the original may be surpassed in expedition; that, to facilitate the progress of the learner, a greater number of initiatory plates is included; and lastly, that the whole is preceded by an Introduction, on the History, Comparison, and Advantages of Short Hand, which, if not an essential, will, it is hoped, be found at least an interesting part of the work. In short, the Author has endeavoured to collect within a small compass, and to exhibit in a clear and systematic manner, all that appeared necessary for a complete knowledge of the Science, both in theory and practice; and he is much mistaken, if this little book does not contain a greater mass of valuable

information, than is to be found in any similar publication. To avoid making the Work too large and expensive, those parts which seemed to be of the least importance, are printed either in smaller type, or in the shape of notes.

To those friends who have long expected the appearance of this little Treatise, the Author has only to add, in conclusion, that nearly the whole of the typographical part was executed twelve months ago; but a variety of new and unexpected engagements have prevented its entire completion at an earlier period. He neither solicits nor expects any patronage, which the work itself does not seem to merit. A slight inspection will show that the idea of profit has not induced its publication. Though it contains nearly double the quantity of matter, and a greater number of specimen plates, it is offered at little more than half the price of many of its contemporaries. His object is to diffuse the knowledge of an useful but neglected Art; and if he has carried it but one step nearer perfection, by improving the execution of a plan, which will perhaps never be surpassed; or if this production should be the means of attracting a greater degree of attention to it, whatever System be adopted, he will rejoice in the success of his labours.

LEEDS INTELLIGENCER OFFICE,
May 20, 1819.

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INTRODUCTION.

SECTION I.

Brief Sketch of the History of Short Hand.

THE art of STENOGRAPHY or SHORT HAND WRITING, appears to have been first practised by the Grecians. We have no distinct account of its origin, but it is probable that, like many other useful inventions, it was the offspring of necessity. The introduction of the common alphabet, which so far surpassed the tedious method of hieroglyphic writing, would answer every needful purpose, during the twilight of learning and civilization; but no sooner did the day dawn, and poetry and eloquence begin to approach towards their zenith, than some more expeditious method of giving to unbodied thought "a local habitation and a name," would be found indispensably necessary.

In the early ages, historical records, and those calm and deliberate reasonings and opinions which are the result of deep thought and long experience, formed the only materials from which books were composed, and were the only portions of knowledge transmitted, by the art of writing, to future generations. Poetry continued to be handed down to posterity by oral tradition alone, as in the case of Homer's unrivalled productions; while the animated addresses of the orator were destined to pass away for ever with the occasions that called them forth. But in process of time a wider sphere was opened for men of genius, and that species of talent which had hitherto languished in the shade began rapidly to develope itself. A Pindar and an Archilochus, a Pericles and an Alcibiades, appeared on the stage, who excited the astonishment and awakened the sympathies of their countrymen by their poems and orations at the Pythean, Nemean, and Olympic

Games, and in their other popular assemblies. It is natural to suppose that many of the auditors, on such occasions, would wish to procure copies of these effusions, and as few of them were committed to writing by their authors, the only way to gratify this wish would be, by endeavouring to write them, or at least the substance of them, as they escaped from the lips of the speaker. This it would be found quite impossible to accomplish by the use of the ordinary characters, and therefore it seems reasonable to conclude, that in order to promote expedition, a number of abbreviations and arbitrary marks were invented to express words and phrases of the most common occurrence. Persons accustomed to this mode of writing would doubtless be the first to conceive the idea of a regular Short Hand, as a distinct species of writing, and probably to some practitioners of this description the earliest methods of Stenography owe their origin.

Little progress, however, seems to have been made by the Greeks in this branch of science. It does not appear that they attained a sufficient degree of skill to enable them to follow a speaker, for we have no remains of their poetry or eloquence transmitted to us through the medium of Short Hand; nor do their popular writers make any allusion to it as an art adapted to the ordinary purposes of life, or one which possessed any remarkable advantages over the common method of writing. The science, if so it might be called, as exercised by them, was not founded on any established principles, its practice was solely confined to the learned, and every writer had modes of abbreviation peculiar to himself.

From the Greeks, the knowledge of Stenography passed to the Romans, by whom it was practised at an early period. The first invention of a system, by which the writer was enabled to follow a speaker, has been ascribed by some to the poet ENNIUS, who is said to have commenced the practice with eleven hundred arbitrary marks of his own invention. Others give the honour to CICERO. Whether this distinguished orator really was the author of so many improvements in the art as have been ascribed to him, cannot now be ascertained; but it is certain that his penetrating eye soon perceived the extensive advantages it was capable of imparting, and he not only employed it, on account of its expedition, to rescue from oblivion some of the noblest efforts of Roman

eloquence,* but found it also to answer the purposes of secrecy in his communications with distant friends, as appears from several passages in his epistles.

The art was considerably improved by TYRO, Cicero's freed-man, who had obtained the knowledge of it from his master. He invented a number of additional characters, and was the first who regulated the manner of ranging short hand writing, and the order to be observed in taking down public harangues. PERSANNIUS was the author of such notes as expressed Propositions. Others were added by PHILARGIRUS, and by AQUILA the freed-man of Mæcenas: and SENECA augmented the number to five thousand, besides making considerable improvements in the science.

During the later periods of the Roman empire, Stenography became quite a fashionable accomplishment. It was taught in the public schools as a necessary accomplishment for youth; the emperors Augustus and Titus Vespasian† are known to have practised it; and most of the writers of that age have allusions to it‡.

The different schemes of Short Hand used by the Romans were exceedingly arbitrary in their nature, and for the most part intelligible only to the writer himself. The abbreviations adopted by their inventors appear in general to have resembled those used in their common writing, and which occur perpetually in ancient manuscripts and early editions of Latin works. They are of two kinds; those which are called *Singulariæ*, from their expressing

* Plutarch, in his Life of Cato, informs us, that the celebrated speech of that patriot relating to the Catalinian conspiracy, was taken in Short Hand. Cicero, at that time consul, placed *Notarii*, or Short Hand Writers, in different parts of the Senate House, to preserve the speech. This is the first instance we find recorded of the employment of Short Hand Writers, on public occasions, among the Romans.

† Titus Vespasian was remarkable for the rapidity with which he wrote Short Hand. He not only applied it to the purposes of business, but of diversion. It was his custom to get his amanuenses together, and entertain himself with trying which of them could write the fastest.

‡ Horace points out its brevity; Ovid notices its advantages with respect to secrecy; and Cassianus bears testimony to its expedition. There are numerous epigrams of Ausonius, Martial, and Manilius, commendatory of Short Hand, and descriptive of its advantages.

words by single letters,* as R. P. for Res Publica, P. R. for Populus Romanus, S. P. Q. R. for Senatus Populus Quirites Romani; and those styled *Notæ non Literæ*, (Marks not alphabetical) or arbitrary marks for words, in which class are included particular characters to denote the terminations *tionem, amus, eorum, earum, &c.*

Very few books remain which are written in ancient Short Hand; but this is not surprising when we consider, that, such was the unhappy situation of the early ages, either Superstition condemned them to the flames as the works of impious necromancers†; or Ignorance and Stupidity left them to be devoured by vermin, or erased the characters for the sake of the parchment.

After the subversion of the Roman empire, this science was almost totally neglected. Its Gothic invaders were indifferent to the study of an art, which presented no facilities to their warlike pursuits. Yet it appears probable, that some of the abbreviations used by the Romans were adopted by their rude successors, and subsequently by the Saxons, who added others of their own, until in process of time, an imperfect species of Stenography was formed, some remains of which are still in existence.

Several manuscripts, supposed to be of this mixed description, are preserved in the Royal Library at Paris. In 1747 the learned Monsieur Carpentier published a capitulary and fifty-four charters of Louis the Pious, (who died in 877) written in this kind of Notæ; to which he prefixed an alphabet, together with rules for decyphering, and a variety of notes and marks used to distinguish the different parts of speech.

The art of Short Hand has long been known in this country, to which, for a long period, its practice was exclusively confined.

* This method of abbreviation prevailed more generally among the ancients than any other, on account of its great simplicity and expedition. It was usual to take down speeches in the Roman Senate by writing the initials of all the words.

† The practitioners of this art, like the inventors of printing, laboured under the imputation of sorcery. Trithemius, whose works were burnt by Frederic II. the elector-palatine, informs us, that in his time Short Hand was confounded with the Armenian or diabolical characters!

Whatever advances might be made by the continental nations, during the middle ages, in the pursuit of this science, it is certain that from the fifteenth to the latter end of the eighteenth century, when it was communicated from England, they totally neglected it.

There is no evidence of its introduction into this country by the Romans. It is possible that their inscriptions might suggest the utility of abbreviations in the Saxon and English languages, and these may have served, as in the case of the Greeks and Romans, for the foundation of the art.

The first attempt we find noticed, was made in the year 1588, when a Treatise was published, entitled "*Characterie, or the art of Short, Swift, and Secret Writing, by Character; by Timothy Bright, M.D.*" This work, which is dedicated to Queen Elizabeth, is divided into two parts, and consists solely of arbitrary characters, every character representing a word.

Two years after, *Mr. Peter Bale* published his "*Writing School Master*," in three parts, the first of which is entitled "*Brachygraphy*," containing Rules to write as fast as a man can speak. This system, like the preceding, consists solely of arbitraries; his plan was to divide the words into dozens, each division headed by a roman letter, with certain commas, periods, and other marks in particular situations about each character, to distinguish the words from each other.

The earliest example of an *English Short Hand Alphabet* is to be found in a work entitled "*The Art of Stenographie or Short Writing, by Spelling Characterie, invented by John Willis, Bachelor in Divinitie.*" The first edition of this work, according to Mr. Lewis, was published in 1602. The alphabet consists of twenty-four leading letters, as the author calls them, and five others. His symbolicals and special abbreviations form ten additional alphabets, seven of which are composed of the initials of words, and the rest are formed either of symbolical figures, or by the omission of unnecessary letters.

Since the appearance of this work, a number of Systems have been presented to the public in rapid succession, the generality of them remarkable only for their imperfections; though at intervals

a gleam of light has seemed to dart from the gloom, and to give some hope of future improvement.

In the two following Tables, which, it is believed, are more comprehensive and correct than any hitherto published, will be found, arranged in chronological succession, the Authors' Names, or the Titles, of most of the Systems which have appeared in this country, since the publication of John Willis's.

No. 1.			
Edmond Willis, -	1618	William Addy, - -	1695
Willoughby, - - -	1621	Samuel Botley - -	
Witt, - - - - -	1630	Henry Barmby, -	1700
Henry Dix, - - -	1633	Francis Tanner, -	1712
Mawd, - - - - -	1635	Samuel Lane, - -	1716
Wm. Folkingham, -		New Method of	
Bishop Wilkins, -	1641	Short Hand, - -	1717
Thomas Shelton, -	1641	James Weston, - -	1727
T. Metcalfe, - - -	1645	Phillip Gibbs, - -	1736
Jeremiah Rich, -	1654	Aulay Macaulay, -	1747
John Farthing, - -	1664	Jeake, - - - - -	1748
George Dalgarno, -	1656	W. Tiffin, - - - -	1750
Job Everhardt, - -	1658	Annet, - - - - -	1750
Noah Bridges, - -	1659	Thomas Gurney, -	1753
William Facy, - - -	1672	John Angell, - -	1758
William Mason, - -	1673	Henry Taplin, - -	1760
Elisha Coles, - - -	1674	T. Stackhouse, - -	1760
William Hopkins, -	1674	Swaine & Simms, -	1761
Laurence Steel, - -	1678	David Lyle, - - -	1762
Charles Ramsay, -	1681	Alphabet of Reason	1763
Nathaniel Stringer,		M. A. Meilan, - -	1764
George Ridpath, -	1687	Anthony Clayton, -	1765
John West, - - - -	1690	Edward Hodgson, -	1766
Abraham Nicholas,	1692	JOHN BYROM, - -	1767

Several of the Treatises, whose authors are here mentioned, display considerable ingenuity, but even those which accomplished the most, left much to be performed: The alphabets, particularly of the early Systems, are, in general, unskillfully selected, composed of characters obscure in their marks of distinction, or requiring two or three movements of the pen in their formation. In many cases, the simplest lines are either entirely omitted, or

appropriated to characters that rarely occur, while such marks as are complex and difficult to read are applied to letters of the most frequent recurrence. Some of the most popular authors require the pen to be raised in the middle of a word, and point out the most awkward and unscientific modes of joining. Others deform their writing, destroy legibility, and burden the memory of their pupils, by a multiplicity of arbitrary and symbolical characters. And though it is possible, that a few of these schemes may have been made to answer in some degree, by their inventors, and a few other persons of uncommon abilities and application, yet none of them, except BYROM'S, is founded on such philosophical principles as to become generally useful.

This system, formed on the union of loops with lines and segments of the circle, gave the first impulse to improvement. It was completed by its author so early as 1720, and some time after he obtained an act of parliament for the security of his invention. As his chief support depended on private tuition, he was for a long time unwilling to commit it to the press; and when he was at length persuaded to do so, in 1749, he only printed off fifty copies, for the use of private friends and favourite pupils. In the mean time, however, the rival Stenographers of the day clandestinely obtained the outlines and general principles of his system, and adopted from it so many useful hints, that a gradual improvement in the principles and practice of the art had been taking place for several years before its public appearance.

The publication of Dr. BYROM'S Work, in 1767, soon after his death, forms a new era in the history of Short Hand. The art now assumed a totally different appearance. He had given symmetry and beauty to the hitherto shapeless mass, and it sprang forth, at the touch of his genius, like a beautiful figure from a block of marble, under the hands of a skilful statuary. "It was not," says Mr. Lewis, "till the circulation of this book had improved the national taste, and corrected the erroneous ideas which had been generally formed respecting it, that Short Hand assumed the precision, the elegance, and the systematic construction of which it is capable. It would be impossible for me to trace the system of Byrom through all its variations, or to descant on every instance in which he has displayed his judgment, his ingenuity, and his

learning; I therefore recommend his original work as the best introduction to the theory and practice of the art."*

Since the time of Byrom, the popularity of the art has been constantly increasing. A variety of causes have contributed to promote its diffusion. The publication of the Parliamentary Debates, which were formerly presented to the public in a clandestine form, has of late years been free and unrestrained, and the exercise of this art has become absolutely necessary to the respectability of a public journal. Short Hand Writers are also frequently employed by persons involved in litigation, either with a view to a motion for a new trial, or an appeal to a superior tribunal. To these causes we may add, the publication of proceedings in the courts of law, and of the speeches delivered at the numerous public meetings now held, whether for political, or for religious and charitable

* In addition to the favourable opinion of Mr. LEWIS, and the acknowledgment of Dr. MAYOR contained in our title-page, we subjoin the following respectable testimonies, to evince that our attachment to Byrom's system is not founded on blind partiality.

In Dr. REES' New Cyclopaedia, under the article Stenography, will be found the following extract: "Mr. Byrom has completely succeeded in the invention and establishment of his System. His method of Short-Hand Writing is no fanciful theory; but, on the contrary, is founded upon rational and philosophical principles: it is not a mere jumble of awkward marks, thrown together without order, and consequently unintelligible to the writer himself after the lapse of a few months or years. For beauty, legibility, and the greatest possible uniformity in writing, it stands unrivalled."

From a Recommendation signed by Earl Morton (President of the Royal Society,) Lord Chancellor Pratt, the Duke of Queensberry, and other eminent literary characters, we select the following passage:—"Mr. Byrom's Method is remarkably adapted for general use, as the hands of different writers are perfectly legible to each other; indeed, it would be difficult to distinguish them, were the writers exact in the formation of the letters, as every stroke is so determinate and significant, that there is no room for those peculiarities which render other hands so unlike one another."

This System has been admitted, in preference to all others, into NICHOLSON'S British Encyclopedia, the Editor of which bears personal testimony to its superiority.

See also AIKIN'S History of Manchester, and the Monthly Review, 1776.

purposes. The Anniversaries of our Bible, Missionary, Tract, and other Societies, considerably increase the business of a reporter, and give the art of Short Hand Writing a proportionably greater degree of interest in the public estimation.

The following Treatises have appeared since Byrom's:—

No. 2.			
Holdsworth & Aldridge, - - -	1768	John Crome, - - -	1801
John Palmer, - -	1774	Richard Roe, - -	1802
Graves & Ashton, -	1775	Thomas Hodson, -	1802
Barmby, - - - -		Stenography, or S. Hand Perfected, -	1802
Wm. Williamson, -	1775	Henry Ewington, -	1803
Short Hand Dictionary, - - - -	1777	M. R. Prosser, -	1803
Thomas Hervey, -	1779	Symonds & Ostell, -	1804
W. J. Blanchard, -	1779	Dr Doddridge's Improvement of Rich	1805
Samuel Soare, - -	1780	G. & S. Nicholson, -	1806
John Mitchell, - -	1783	Benjamin Vale, -	1806
M. Nash, - - - -	1783	J. H. Clive, - - -	1810
Samuel Taylor, - -	1786	Samuel Sams, - -	1812
William Graham, -	1787	Edward Lawsoh, -	1813
Dr. Mavor, - - -	1789	John Dangerfield, -	1814
R. Tailor, - - - -	1791	A. W. Stones, - -	1814
Thomas Rees, - -	1795	James Mitchell, -	1815
Molineux's Byrom, -		J. H. Lewis, - - -	1815
Elementary Principles of Sht. Hand, -	1800	Oxley, - - - -	1816
Sam. Richardson, -		Aaron Floyd, - -	1818

Many of the Systems here noticed exhibit considerable improvements as to simplicity, neatness, and brevity. Those of Taylor, Mavor, Richardson, Clive, and Lewis,* may be mentioned as the most popular.

* Lewis's "Historical Account of Short Hand," published separately, price one guinea, comprises a great deal of curious and valuable information. It contains the Stenographic Alphabets of most of the Systems we have mentioned, with critical remarks on their merits and defects. Many useful observations in our introductory pages have been collected from this work, and we strongly recommend it to the perusal of the inquisitive student.

Stenography has, at length, received the countenance of men of respectability and influence. It is gradually diffusing itself through every class of society in our own country, and has been introduced into several kingdoms of the Continent.* It also forms a branch of education in our eastern seminaries; and has attracted the attention of scientific men in the United States of America.

Perhaps we cannot better conclude this brief sketch of the history of Short Hand, than by offering a few observations on the probable causes which have retarded its progress. These may be traced to two sources.—Both authors and practitioners have contributed their share; the former, doubtless, in the greater proportion.

The publication of so many incomplete systems has, perhaps, been the principal impediment to the general diffusion of Short Hand. The growing popularity of the art, and the increasing demand for works which professed to treat on the subject, and especially for those which laid claim to any improvement, offered a temptation which was not to be resisted, and occasioned a number of *new* systems to be got up by designing individuals, not for *use*, but for *sale*. Though ushered into the world with the loftiest pretensions, a slight inspection will shew that they have been contrived by persons ignorant of the first principles of the science, in whose phrase *alteration* is synonymous with *improvement*. The student, bewildered in the labyrinth in which he finds himself involved, and not possessing that clue which an acquaintance with the general principles of the art would have afforded him, too often conceives the errors and absurdities of his author to be occasioned by the inherent intricacy of the subject. After a few ineffectual attempts, finding it impossible to obtain the

* In 1792, a System on the model of Taylor, adapted to the peculiarities of the French language, was published at Paris by Theodore Pierre Bertin; and in 1801, a very singular and ingenious Treatise was produced by Honore Blanc.

In 1797, a Treatise appeared at Leipsic, by Karl Gottlieb Horstig, accommodated with considerable skill to the German Language.

In 1811, Guillelmo Atanasio Xaramillo published at Cadiz, "*Curso de Taquigrafia Espanola*," or a course of Spanish Short Hand. His Alphabet is copied from that of Mason.

object he proposed, he abandons all hope of its acquisition in despair; and the disappointment and loss of time he has sustained probably inspire him with so great a disgust to the subject, that he never again can be induced to undertake what he considers so formidable a task. But to argue from the defects of the various Treatises, palmed on the public by ignorance and selfishness, against the art itself, is equally as absurd, as to urge an objection against *true* religion on account of the follies and absurdities of the many *false* systems which have prevailed in the world.

Another cause, scarcely less injurious to the progress of Short Hand, is to be ascribed to the want of application manifested by those who attempt to acquire a knowledge of it. The pupil too often enters upon his task, expecting to acquire immediate proficiency, without considering that this, like all other useful acquisitions, must be obtained at the expense both of time and labour. Like the man, mentioned in a poem of the ingenious author whose general principles we have adopted, who conceived that the "helps to read," as spectacles were formerly termed, would make him master of the art of reading, by a mere application of them to his eyes, without the drudgery of learning the alphabet and toiling through the rudiments, the student of Short Hand is often astonished and provoked to find, that a cursory acquaintance, even with the best treatise, so far from qualifying him to follow a speaker, will not even enable him to decypher without difficulty what he has himself written:—and with just as much ridiculous indignation as the one displayed at what he considered the inutility of the spectacles and the deception of the vender, does the other throw aside a valuable book in peevish dissatisfaction at its contents and its author. Nor does the evil stop here. The experience of one individual discourages another. Those who are desirous of attaining a knowledge of this science, are dissuaded from attempting it, by those who profess to have made the experiment; and thus an art, whose construction is so simple that even a child might acquire it, is regarded as unattainable by a man of talent.

The motto of every young Stenographer should be "PERSEVERE!" The theory of Short Hand may speedily be attained; but to acquire a *practical proficiency*, vigorous assiduity is necessary, more, perhaps, than in any other art. Without it, genius will be

of little avail; and for this plain reason, that the attainment is entirely mechanical. Practice, and nothing but practice, can impart and increase expedition. Neither this, nor any other Treatise, can make a man a good Stenographer without exertion on his part. Whatever system the pupil adopts he must expect at first to meet with difficulties. If his choice, however, has been judiciously made, they will speedily vanish before steadiness and perseverance. Let those who value the purchase be willing to pay the price. There are few modern systems which diligence cannot render useful; and "he who will have no knowledge but that for which little exertion has been used, must, one time or other, suffer the mortification of finding what he possesses to be of small intrinsic worth."



SECTION II.

Remarks on Comparative Stenography.



THERE are few subjects in which sensible persons are so apt to be mistaken, as in estimating the real merits of a Short Hand Work. To assist the inexperienced reader in forming a correct judgment, the following general observations are offered.

Some people are apt to be misled by the *neatness* of a system. Beauty, it must be confessed, is a desirable property. Difficult characters and unnatural joinings not only deform the writing, but also diminish expedition; and therefore a system in which few or no such marks occur must be shorter than another abounding with them. Still, beauty does not necessarily imply brevity, neither does brevity necessarily imply beauty.* A combination of many strokes, which of course it will require a longer time to write, may surpass in beauty a combination of few strokes, for which a shorter time is necessary. This should operate as a check upon those who make

* It is not meant by these remarks to pass an encomium on deformity, neither are they introduced as an indirect apology for the following specimens, which, it is presumed, exhibit as much beauty and distinctness as any hitherto published.

beauty every thing. "It is of more consequence to the short hand writer," as Mr. Lewis justly observes, "that he should be able to follow the delivery of a speaker, than that his slow and deliberate painting should delight the eye."

The *plan* and *execution* of a work should also be narrowly scrutinized and compared before an opinion is formed of its merits. Superior excellence of plan has not always produced that superiority in the execution which might have been anticipated. Some Systems labour under the disadvantages of an ill-constructed alphabet. The characters, tho' neat and pleasing to the eye, are in reality complex, difficult to form, ill adapted for easy joining, and continually liable to be mistaken for each other; the latter is almost uniformly the case wherever marks varying only in length and thickness are employed to denote different letters. In many instances the prepositions and terminations are not sufficiently numerous and select; and, to atone for the imperfections of the alphabet, a number of arbitrary characters are introduced, which, instead of remedying, increase the evil. And yet a system labouring under these defects may upon the whole possess considerable merit. It may abound with ingenious expedients and useful hints; its shortening rules may be scientific, and well calculated to promote expedition; its practical directions may display a close acquaintance with the art; and its general construction may exhibit great skill and ingenuity.

On the other hand, a System may possess a good alphabet, and a useful set of prepositions and terminations, and yet be insufficient to answer the ultimate purposes of Short Hand. Its modes of abbreviation may be too brief and general, injudicious and unintelligible, and not at all calculated to promote expedition. It may be deficient in illustration and examples. Its arrangement may be so defective, and its rules so numerous, complex, and ambiguous, as to require intense application, before it can be attained in such a degree as to be at all useful. Or, where an alphabet is constructed on the principles of position, (which is the case in many recent publications) such minute accuracy and deliberation may be required in observing the place and direction of each letter, as will completely retard the practitioner, and reduce him to the painful alternative of sacrificing either expedition on the one hand, or legibility on the other.

The *brevity* of Short Hand is another thing in which judges are apt to be deceived. Whatever appearance a System may have on bare inspection, the shortest characters are not those which occupy the least room, but those which can be most easily and expeditiously written. Time, and not paper, is the proper measure of swift writing. If the same sentence were written by two different Systems, that specimen which took up the *most* room might be shorter than that which occupied the *least*, that is, shorter as to the *time* required for writing it. There might be in it fewer strokes, angles, and removals of the pen, and the characters and angles which do occur may be more natural and easy in the former than in the latter.

Legibility and *expedition* are the two essential properties of Short Hand, and should be always kept in view by those who profess to write on the subject. Some methods are too legible to be expeditious; others too expeditious to be legible. The former is the case when dispatch in writing is neglected for the sake of ease in reading; the latter, when too much is trusted to connection, and when the writing is illegible by reason of the brevity with which words are expressed, or because a trifling error has been committed in their position. It is hardly necessary to observe that the *real* excellency of a System consists in its possessing a due proportion of both these desirable qualities.

The compact and regular appearance of *Short Hand Specimens* is also apt to mislead unpractised judges. Nothing can be more preposterous than the method some authors adopt to demonstrate the superiority of their respective Schemes. After writing a few words in the shortest manner possible, he who has chanced to compress the greatest number in the least room, triumphs in the idea that his System is the best, and causes his writing to be engraved for the purpose of recommending it; without recollecting, that this is no criterion either of its expedition or legibility. It is possible to execute Specimens with so much skill as to present the appearance of compactness and brevity, while, in reality, nearly as much time would be required for the writing of them, as to express the same words in common running hand.

SECTION III.

The Advantages of Short Hand.

SHORT HAND is capable of imparting so many advantages to persons in almost every situation in life, and is of such extensive utility to society, that it is justly a matter of surprise that it has not attracted a greater share of attention, and been more generally practised. With a view to excite a livelier interest in its progress, and to induce those who have leisure to engage with ardour in the study of it, we shall point out a few of the benefits resulting from it.

In England, at least, this art may be considered a NATIONAL BLESSING, and thousands who look with the utmost indifference upon it, are daily reaping the fruits of its cultivation. It is scarcely necessary to mention how indispensable it is in taking minutes of public proceedings. If all the feelings of a patriot glow in our bosoms on a perusal of those eloquent speeches which are delivered in the senate, or in those public assemblies where the people are frequently convened to exercise the birth-right of Britons—we owe it to Short Hand. If new fervour be added to our devotion, and an additional stimulus be imparted to our exertions as Christians, by the eloquent appeals and encouraging statements made at the Anniversaries of our various religious Societies—we owe it to Short Hand. If we have an opportunity, in interesting judicial cases, of examining the evidence, and learning the proceedings, with as much certainty, and nearly as much minuteness, as if we had been present on the occasion—we owe it to Short Hand. In short, all those brilliant and spirit-stirring effusions which the circumstances of the present times combine to draw forth, and which the press transmits to us with such astonishing celerity, warm from the lips and instinct with the soul of the speaker, would have been entirely lost to posterity, and comparatively little known to ourselves, had it not been for the facilities afforded to their preservation by Short Hand. Were the operations of those who are professionally engaged in exercising this art to be sus-

pended but for a single week, a blank would be left in the political and judicial history of our country, an impulse would be wanting to the public mind, and the nation would be taught to feel and acknowledge the important purposes it answers in the great business of life.

In addition to these inestimable advantages, *Science and Religion are indebted to this noble art*, for the preservation of many valuable Lectures and Sermons, which would otherwise have been irrecoverably lost. Among the latter may be instanced those of Whitfield, whose astonishing powers could move even infidelity itself, and extort admiration from a Chesterfield and a Hume; but whose name alone would have floated down the stream of time, had not Short Hand rescued a portion of his labours from oblivion. With so many vouchers for the truth of the remark, we can have no hesitation in stating it as our opinion, that since the invention of printing, no cause has contributed more to the diffusion of knowledge and the progress of refinement, we might almost add, to the triumphs of liberty and the interests of religion, than the revival and improvement of this long-neglected and invaluable art.

Such are the blessings which Short-Hand, like a generous benefactor, bestows indiscriminately on the world at large. But it has additional and peculiar favours in store for those who are so far convinced of its utility as personally to engage in its pursuit. The advantages resulting from the exercise of this Science, are not, as is the case with many others, confined to a particular class of society: for though it may seem more immediately calculated for those whose business it is to record the eloquence of public men, and the proceedings of popular assemblies; yet it offers its assistance to persons of every rank and station in life—to the man of business as well as to the man of science—for the purposes of private convenience as well as of general information.

The advantages of Short Hand in cases where *Secrecy* is required are sufficiently obvious. It is true, that when a system is made public this effect is partially destroyed. Yet it seldom happens that stenographic memorandums fall into the hands of those who can read them; and when the writer has any reason to anticipate such an occurrence, it will be easy, after learning a good system,

so to transpose a few letters of the alphabet, and to vary its prepositions and terminations, as to render the writing illegible to all but himself.

The facility it affords to the acquisition of learning ought to render it an indispensable branch in the education of youth. To be enabled to treasure up for future study the substance of lectures, sermons, &c. is an accomplishment attended with so many evident advantages, that it stands in no need of recommendation. Nor is it a matter of small importance that by this art the youthful student is furnished with an easy means of making a number of valuable extracts in the moments of leisure, and of thus laying up a stock of knowledge for his future occasions. The pursuit of this art also materially contributes to improve the student in the principles of grammar and composition. While studying the rules of abbreviation and connection; while tracing the various forms of expression by which the same sentiment can be conveyed; and while endeavouring to represent, by modes of contraction, the dependence of one word on another, he is insensibly initiated in the science of universal language, and particularly in the knowledge of his native tongue.

The rapidity with which it enables a person to commit his own thoughts to the safety of manuscript also renders it an object peculiarly worthy of regard. By this means a thousand ideas which daily strike us, and which are lost before we can record them in the usual way, may be snatched from destruction, and preserved till mature deliberation can ripen and perfect them.

A practical acquaintance with this art is highly favourable to the improvement of the mind, invigorating all its faculties and drawing forth all its resources. The close attention requisite in following the voice of a speaker induces habits of patience, perseverance, and watchfulness, which will gradually extend themselves to other pursuits and avocations, and at length inure the writer to exercise them on every occasion in life. When writing in public, it will also be absolutely necessary to distinguish and adhere to the train of thought which runs through the discourse, and to observe the modes of its connexion. This will naturally have a tendency to endue the mind with quickness of apprehension, and will impart an habitual readiness and distinct-

ness of perception, as well as a methodical simplicity of arrangement, which cannot fail to conduce greatly to mental superiority. The judgment will be strengthened and the taste refined; and the practitioner will by degrees become habituated to seize the original and leading parts of a discourse or harangue, and to reject whatever is common place, trivial, or uninteresting.

The *memory* is also improved by the practice of Stenography. The obligation the writer is under to retain in his mind the last sentence of the speaker, at the same time that he is carefully attending to the following one, must be highly beneficial to that faculty, which more than any other owes its improvement to exercise. And so much are the powers of retention strengthened and expanded by this exertion, that a practical Stenographer will frequently recollect more without writing, than a person unacquainted with the art could copy in the time, by the use of common small hand.

In short, as Mr. Lewis justly observes, "this science draws out all the powers of the mind;—it excites invention, improves the ingenuity, matures the judgment, and endows the retentive faculty with those superior advantages of precision, vigilance and perseverance."

ORIGINAL POEM.



HAIL, unobtrusive art!—Though partial Fame
Has long withheld the honours thou may'st claim,
The well-deserved meed shall yet be thine:
No more the beauties of thy form divine
Neglect shall shade. The hand of Truth shall tear
The veil aside, and bid thy charms appear;
Genius shall own thee for his child, and trace
His long unnotic'd features in thy face;
Fair Science shall, at length, her pride unbend,
And to thine aid a sister's arm extend;
Sages shall croud thy rising fame to greet,
And Poets lay their offerings at thy feet.

What distant age can boast thy wondrous birth?
What heav'n-taught mind first usher'd thee to earth?
The well-deserving name Oblivion veils;
The keenest eye to pierce the darkness fails.
Yet sure 'twas some superior spirit, fraught
With clearest intellect, and deepest thought,
Thought which could grasp, and intellect retain,
The more than Proteus in its steady chain,
Till its most useful principles were learn'd,
And all its wondrous properties discern'd.

O, who can say, with what intense delight,
When bursting on him, like a flood of light,
The bright idea struck his mental eye,—
The Roman bard survey'd its brilliancy?
Or he, the man of still more lofty soul,
Whose tongue the yielding passions could controul—
With what divine effulgence did it beam
On TULLY's mind?—Perchance he thought a dream

A lovely dream, had caus'd the rapt'rous thrill,
 But, starting, found, o'erjoy'd, 'twas present still.
 Ah! who can tell how much of fame he ow'd
 To the rich treasures this new art bestow'd!
 How much of growth had still been unattain'd,
 Had not his giant powers by this been train'd!

But, like her sister arts, by heav'n design'd
 To shed the choicest blessings on mankind,
 Where Liberty was not, she scorn'd to dwell,
 And both at once bade fallen Rome farewell.

When Liberty in Britain fix'd her seat,
 And call'd the arts to share her new retreat,
 She, with the rest, resum'd her place again,
 And gladly follow'd in the glorious train.
 Her torch, new kindled, feebly burnt at first
 And gave but sparks;—yet forth at length it burst
 A quenchless light—a BYROM fed the flame,
 And gain'd the rich reward—a deathless name.
 Wide through the land the bright effulgence spread,
 And ev'n on foreign shores its radiance shed:—
 And more had shed it, had not Freedom's fire
 Been waning there, and ready to expire.

Long may the welcome stranger here abide,
 To every noblest art so near allied!
 Long may she fix her chosen dwelling here,
 To Wisdom and to Taste so justly dear!
 She will:—for she with Liberty is link'd
 In bonds so close, that ne'er will be extinct
 Her flame, till Liberty shall cease to smile,
 And leave (forbid it Heav'n!) our long-lov'd Isle;
 Till Britain cease to be the freeman's home,
 By Vice betray'd to share the fate of Rome.

Who shall not bless thy stay, enlightening Art!
 Who could forbear to mourn, shouldst thou depart?
 Not he, the youth of intellect refin'd,
 Whose pleasures are the pleasures of the mind;
 Who feels his heart with generous warmth beat high
 And his fir'd spirit mounting to his eye,

When Eloquence now thunders on his ear,
 Now wins its way in accents sweet and clear :
 Who, when the sounds themselves have died away,
 Can, by thy magic, bid their echo stay,
 And, when the tongue is mute in death's cold chain,
 Feast on the soul-entrancing theme again.

Not he :—nor those blest few by Learning led,
 Who, oft conversant with the mighty dead,
 Or not less mighty living, would acquire
 Their silent wisdom, and partake their fire ;
 Who toil, intent their spirit to imbibe,
 For future use their labours to transcribe ;
 If thou afford no aid, their toil how vain,
 Tho' midnight oil and vital flood they drain.

Not he, whose active spirit scorns repose,
 Whose busy thought no intermission knows,
 But, ever on the wing, collects its stores,
 And at his feet the rich profusion pours :
 Ah ! pours how vainly !—As they fall they melt,
 Seen for an instant—for an instant felt—
 As fleet, as lovely as the rainbow's hues,
 A momentary glory they diffuse,
 Then pass away, and vanish from the sight,
 Except thy ready touch arrest their flight,
 Matter and heavenly essences combine,
 And fair ideas in fair forms enshrine.

Not he, whose mind, by Taste inform'd, can trace
 The line of beauty, and admire its grace,—
 In every page of thine how well pourtray'd,
 Where, in divine simplicity array'd,
 The flowing characters delight the eye,
 Majestic in their own chaste symmetry,
 And Truth's fair dictates in a form appear,
 Which Truth herself might not disdain to wear.

Not these :—nor he who feels his soul expand,
 Drinking fresh vigour from thy fost'ring hand :
 And which of all thy votaries has not prov'd
 His powers, as more employ'd, the more improv'd ?

His Understanding keener to perceive,
His Memory more capacious to receive,
His Fancy beaming with a warmer glow,
His Utterance bursting with a readier flow,
And, o'er the whole, a quickness undefin'd,
The eagle glance of an unfetter'd mind,
Which into periods, yet unspoken, pries,
Viewing the thoughts almost before they rise,
And, with a touch as swift as light, transfers
Th' embodied thought the instant it occurs.

To hail thy presence here, these all unite,
These all would join to deprecate thy flight.
But no—thou wilt not leave us, matchless Art!
As soon fair Science shall herself depart.
Still be it thine the mental powers to teach
A height, else ever unattain'd, to reach:
Still be it thine the other arts to lend
A brighter glow, and each in turn befriend—
(Content to be the hand-maid of the rest,
Tho' worthy all the honours of the best,)
Thyself depending on thyself alone,
Reflecting lustre, but receiving none.

PART I.

CHAPTER I. OF THE ALPHABET.

Number of Letters necessary.—Stenographic Marks.—Elements and Classification of the Alphabet.—Application of the Characters.—Additional Methods of employing them.—To represent single Words, Prepositions, and Terminations.—Variations from Byrom.—Increase of alphabetical Words, &c.—Its Advantages.—Application of the Line.

IN forming a System of Short Hand, the first business is to fix upon the number of letters requisite for the alphabet, and the characters by which they are to be described. All the simple sounds should be denoted by the shortest marks possible; those letters whose sounds can be signified by others without ambiguity, may be rejected; and marks must be provided for such sounds in our language as have no representative in the common alphabet.

C is rejected, because *s* will supply its place when soft, and *k* when hard. *V* being only the flat sound of *f*, may always be represented by that letter; and as *z* bears the same relation to *s*, it may also be omitted, and the latter used as its substitute. In like manner, *q*, *w*, *x* and *y*, are superfluous; but as it will be an assistance to the learner to retain these letters at the beginning of words, we shall, rejecting only *c*, *v*, and *z*, appropriate distinct marks for them when they are initials, not scrupling, in other situations, to denote them by *k*, *oo*, *ks*, and *i* respectively.

We shall also employ single marks for the sounds of *ch*, *sh*, and *th*, which are represented by two letters in the common alphabet. After discarding the vowels, which can be described without appropriating distinct marks to them, our alphabet will then be *b, d, f, g, h, j, k, l, m, n, p, q, r, s, t, w, x, y, ch, sh, th*.

Having ascertained the requisite number of letters, our next step will be to select as many easy, simple, and distinct marks as are required to represent them. These are a point or dot, straight lines, curves, and looped characters, which are obtained as follows:—

ELEMENTS OF THE ALPHABET.				
1. A POINT OR DOT, (·) which is the simplest mark of all, and occupies the least time in its formation, being produced by a mere touch of the pen. As this character is incapable of joining with others, it must be rejected as a consonant, but shall, together with another small mark, in the form of the grave accent, (,) written with almost equal facility, be devoted to the vowels.				
2. STRAIGHT LINES. Nature supplies us with four of these, sufficiently distinct from each other by their <i>horizontal, perpendicular, and inclined</i> position, -	—		/	\
3. CURVES. If the above four lines be bent, the horizontal upwards and downwards, and the perpendicular and inclined ones to the right and left, we shall obtain the eight following characters in addition, - - -	⊂	()	⊃	⊄
4. LOOPED CHARACTERS. As the number already obtained is inadequate to supply our wants, the best expedient to increase them will be by the addition of a little loop or twirl at the commencement of such of the foregoing marks as can be most easily formed. We might obtain sixteen of this description, but shall select only the following twelve, - - - -	⊂ ^l ⊂ ^r	⊃ ^l ⊃ ^r	⊄ ^l ⊄ ^r	⊄ ^l ⊄ ^r

These marks constitute the letters of our Alphabet; and that the learner may more readily distinguish them, when referred to in the following Treatise, we shall further divide them into four classes.

1. The *Horizontal*, of which }
there are three, - - -
2. The *Perpendicular*, which }
include | () | | () *
3. The *Curved*, viz. - - - ~ ~ ~
4. The *Diagonal or Inclined*, - / \ / \ () \ / \ ()

We have now provided ourselves with a sufficient number of characters; it next remains to appropriate each of them to the particular consonant which it is to represent. This is a point of the greatest importance, and upon its judicious management depends the whole excellency of the system. A Stenographic Alphabet may have all its characters simple, easy, and distinct, when separately formed, and yet not be a good one. To merit that appellation, it is requisite that they be so contrived, that all the consonants occurring in one word may be easily, beautifully, and interlineally joined, without lifting the pen. In applying the characters, those marks which are the shortest must be assigned † to letters of the most common occurrence, and those which are most frequently combined must be denoted by such marks as are most easily joined. After all, experience is,

* Looped Characters do not in reality occupy so much time in writing as is generally supposed, because the loop is partly formed by the straight line or curve to which it is attached. Thus q is compounded of c and |

† Some consonants have two characters assigned to them, for the sake of easy and natural joinings. In these cases, it will be found most convenient to begin some words with the first of them, and others with the second. The learner will soon acquire a sort of natural readiness in choosing that which is neatest and most expeditious.

perhaps, the surest guide in this proceeding. It would be tedious to detail the reasons which influenced us in the appropriation of each particular mark. For our Alphabet the student is referred to Plate I. in the first column of which are seen the letters of the common alphabet, and opposite, in the second, the Short Hand Characters by which we propose to denote them.*

Having appropriated the characters to the alphabet in the manner we conceive best calculated to answer our purposes, we now proceed to point out other methods of employing them.

A short hand mark, when standing by itself, may be employed to denote a *single word*; and as many words in English begin with parts called Prepositions, and end with other parts called Terminations, it will greatly promote expedition to represent these *parts of words* by single characters, placing the Prepositions at the beginning, and the Terminations at the end of the words to which they belong, as their names imply. Each of the letters will

* The following observations will assist the pupil in the exact formation of the Short Hand marks, as well as in distinguishing them from each other.

The two characters for *b*, are quarters of a circle, bending to the right, that is, formed by dividing the letter *p* in the middle; those for *th*, are similar quarters swelling out in a contrary direction.

D is a perpendicular stroke bending to the left; *p* is the same kind of stroke curved on the right side.

G and *ch* are exactly the reverse of each other; they are formed by adding a loop to *m* and *n* respectively.

H has a loop on the left side of the perpendicular stroke, and *w* on the right.

J is the opposite of *th*; *k* of *g*; the first *l* of *x*, and the second *l* of *y*. These eight characters are formed by the addition of loops to the marks for *p*, *d*, *s*, *r*, and *f* respectively.

In like manner, *m* is the reverse of *n*.

then possess the following three-fold application, besides that we have already given it.

1. When written half size,* and standing by itself, it may signify one or more common words, of which it forms the initial, or in which it is strongly sounded, as, *b* may represent but ; *f*, of or for ; *p*, upon, perhaps ; *t*, it, the, &c. It is then called an *arbitrary* or *alphabetical Word*.

2. When placed immediately *before* a number of other characters, and written smaller as above, it may stand for the leading part of a word, as *d* for dis ; *p*, per ; *t*, trans, &c. It then represents a *Preposition*.

3. When written close at the *end* of other marks, differing in size, and not joined with them, it may signify a common ending, or *Termination*, of which it is one of the consonants ; as, *b*, able ; *m*, ment ; *n*, ness, &c.

From this arrangement we shall derive the following advantages : 1. By allotting to every mark, when standing alone, the power to signify some common word or particle, a great number of words that are perpetually occurring, can be denoted by the single characters of the alphabet, which otherwise, when alone, would stand for nothing. 2. The representing of the prepositional and terminative parts of words by their leading consonants, not only increases the rapidity, but also secures the beauty of the writing, in cases where it could not otherwise be preserved, and renders arbitrary marks totally superfluous.

On comparing our Alphabet with Dr. BYROM's, a considerable variation will be immediately perceived ; at the same time, we have studiously avoided every unnecessary

* By writing the alphabetical Words, Prepositions, and Terminations smaller than usual, much time is saved in their formation, and they are more readily and effectually distinguished from the adjoining characters, than if written the full size, according to the original system.

alteration, and the general character of his system is so far preserved, that those who have already acquired it, will be able, without much loss of time, to avail themselves of the improvements suggested in this. .

The number of his consonant marks, which amounts to thirty, we have reduced to twenty-four; whereby six of his most difficult characters are entirely excluded.

We have greatly augmented the List of single Words, Prepositions, and Terminations. Indeed, it is nearly trebled. As each of these characters, by a single dash of the pen, enables the writer to describe one, two, and sometimes three syllables, a great increase of expedition will naturally result from this measure, while the legibility of the writing will remain unimpaired. It is true, that in consequence of this arrangement, greater exertion will be requisite in committing the alphabet to memory. But this is a trifling inconvenience when put in competition with the extensive advantages it imparts. By means of the arbitraries alone, nearly *one half* of the words in any speech or sermon may be correctly described by a single character; and if the aid of the Prepositions and Terminations be called in, a similar proportion of the remainder (making three words out of every four) can be more or less abbreviated. This at once shows the propriety and expediency of enlarging the Table. (See further observations on this subject under Rule 11, in the second Part.)

Another important addition is the introduction of a *Line*, running through the middle* of the characters, which not

*It may be necessary to remark, that a line is not used in our System, as in CLIVER's, to distinguish from each other those characters which are similar in shape, but which represent different letters accordingly as they are placed *above* or *below* the line. With us, a consonant mark, whatever be its situation, always denotes the *same letter*. The principles of position are applied to the Vowels, Arbitraries, Prepositions, and Terminations only, not to the *alphabetical characters*. To have extended these principles any further, would have been quite inconsistent with the spirit and general

only assists the student in the correct expression of the Vowels, but also determines the precise place of the Single Words, Prepositions, and Terminations. Indeed, but for this expedient, the increase of the latter could not have been adopted, without danger of ambiguity, and the numerous advantages arising from it, must have been wholly abandoned.

Each of the consonant marks, whether used to represent a single word, a preposition, or a termination, is capable of three distinct situations, *above, in, and below* the line; and we have accordingly assigned to most of them a different signification for each position. Thus the character for *f*, used as an arbitrary Word, and written above the line, is *of*; in the line, *for* or *if*; and below the line *from*. In like manner, *k* used as a Preposition, denotes *can, com, and con*, at the top, middle, and bottom respectively; and *m*, when a Termination, signifies *ment, some, most*. The placing of the characters a little higher or lower presents no more difficulty, and occupies no more time, than writing them in a direct line.

The single Words, Prepositions, and Terminations we have chosen, will be found in the third, fourth, and fifth columns of the alphabetical Plate. The student will observe some instances in which two or more of them are represented by the same character in the same part of the line. For example, *f*, in the middle, represents the words

plan of Byrom, and would have destroyed that legibility and distinctness for which his Method is so justly admired.

With respect to the line, it is at all times a pleasant conductor to the pen, and when great expedition is required, assists in preserving the regular appearance of the writing. Paper properly ruled may always be procured of the stationers; but if the practitioner should be at any time unprepared, or if he should dislike the use of the Line, he may adopt an *imaginary* instead of a real one, and will find that the legibility of the writing is not injured by the change.

for and *if*, as above stated; *p*, in the same situation, the prepositions *pre* and *per*; and *r*, the terminations *er* and *ure*. But no obscurity can arise from this arrangement, as our fifth chapter points out a variety of methods by which they can be readily distinguished, whenever the practitioner thinks it necessary.

In the following pages will be found, methodically arranged under their proper heads, complete instructions as to the mode of Spelling; and also particular directions for writing the Vowels, Consonants, Prepositions, &c. the whole of which should be carefully studied by the Pupil.

CHAPTER II.

OF THE MODE OF SPELLING.

Silent Letters to be rejected.—General Rule.—Observations on the Omission of Vowels.—Specimens of Stenographic Orthography.—Particular Directions for expressing the Vowels, &c.

THE great end of Short Hand being to describe words by the fewest as well as the most simple characters, all those letters which are not distinctly sounded in pronunciation are to be omitted, except in a few cases where their absence might occasion ambiguity.

The general Rule is "Spell as you pronounce," by observing which, every silent letter will be dropped, and one consonant frequently substituted for another. Very little attention and practice will show, that the sound of a word may be conveyed, and its identity secured, though the silent consonants and most of the vowels, be left out; and as scarcely a syllable can be written without the occurrence of either the one or the other, their omission will greatly contribute towards expedition.*

* The omission of vowels is not peculiar to Short Hand. In the Persian, Arabic, and other oriental languages, they are only used by learners; proficiently entirely omit them; and even in our own country many who are necessitated to write much in long hand, make it a rule to leave out the vowels, and, after a little practice, find no inconvenience in reading what is thus written.

The custom of omitting vowels in the middle of words, and of exchanging one letter for another, may, at first, render it difficult for the student to

A few examples of stenographic spelling will convey our meaning better than a long verbal explanation:—Adieu must be written *adu*; beauty, *buti*; chaos, *kaos*; cinnamon, *sinamon*; foreign, *forin*; high, *hi*; island, *iland*; laugh, *laf*; physick, *fisik*; psalm, *salm*; pique, *pike*; philosopher, *filosofer*; rhetoric, *retorik*; schism, *sism*; tempt, *temt*; view, *vu*; Zion, *Sion*, &c. &c.

No consonants are to be doubled in Short Hand, unless a vowel comes between them; thus, fall must be written *fal*; letter, *ltr*; dabble, *dabl*. But we must write *mammon*, *mmon*; babbler, *bblr*; candid, *cndd*, &c.

The occasional insertion of letters which are not distinctly sounded in pronunciation, is often conducive to legibility. This is more particularly advisable in writing proper names, and such words as begin with a quiescent consonant. In the latter case, the incipient letter ought generally to be retained.

Words which it is usual to abbreviate in common writing must be abbreviated in Short Hand, as Mr. Dr. &c.

read even his own writing without hesitation. But this embarrassment will vanish in proportion as the short hand characters become familiar to his eye. It arises not so much from the absence of the vowels, as from the unusual appearance of the consonants, which do not immediately suggest to him the sounds they represent, but take up the attention of his mind in recollecting them one by one. After he has become so far acquainted with them as to apprehend them at one view, he will be able to read his notes with ease and certainty.

It is true, that by omitting the vowels as above directed, several words, widely different in meaning, will be occasionally expressed by the same consonants. Thus *bst* will represent best and bust; *hrs*, hoarse and horse; *sn*, sin, son, and sun; yet the connection will always prevent our mistaking one of these words for another. For instance, this is the *bst* apple I ever tasted; here is a noble *bst* of Pitt; we cannot read "the bust apple," nor, "noble best of Pitt." The same remark applies to the following sentences: His is a fine *hrs*. Her voice is very *hrs*. Which of you convinces me of *sn*? He is a very undutiful *sn*. I saw the *sn* rise this morning.

Particular Directions for expressing the Vowels are contained in the following Rules :—

1. A vowel which begins a monosyllable must be written, as in *add*, *ask*, *ell*, *urn*, which could not be read with certainty without their initial vowels. Those which have only one consonant would be mistaken for words in the column of the Alphabet; and the others would produce perpetual confusion; thus, *add* (written *ad*) and *day*, (*da*) without the vowel, would be mistaken for the alphabetical words *and* or *do*; the word *ask*, (*sk*) without the vowel, would be mistaken for *seek* or *sick*; and the word *urn*, (*rn*) for *run*, *rain*, or *ruin*, &c.

2. A vowel which ends a monosyllable must, for the same reason, be expressed, as *few*, *pay*, *fly*, *true*, &c. which are written *fu*, *pa*, *fl*, &c. This rule does not refer to words ending with silent *e*, which, in all cases, when not sounded is not written.

3. In monosyllables, beginning with a consonant, and ending with a consonant or silent *e*, the vowels may be omitted.

4. Proper names, and words having only one consonant, such as *any*, *easy*, *idea*, require two or more vowels to express them legibly.

5. Words of more than one syllable, beginning with a vowel, and ending with a consonant or silent *e*, may have the first vowel expressed, and the rest omitted.

6. Words of more than one syllable, beginning with a consonant and ending with a vowel strongly sounded, must have the final vowel written, as *beauty*, *divinely*, *concisely*, &c.

7. Words beginning and ending with a vowel, the latter of which is not silent *e*, must generally have both vowels expressed; thus, *aptly*, *aptli*, *empty*, *emti*.

8. When the negative prepositions *in*, *im*, *un*, *tr*, are prefixed to words, the vowels with which they begin must never be omitted. Thus the words *innavigable*, *immodest*, *unnatural*, *irreligion*, without the first vowel, could not be distinguished from *navigable*, *modest*, *natural*, *religion*.

9. In words which neither begin nor end with a vowel, express no vowel at all. Thus *banner* may be written *bnr*, *burden*, *brdn*, *conquer*, *knkr*, *dismal*, *dsmi*.

10. With respect to *Diphthongs* and *Triphthongs*, no more than one vowel must be written for one vowel sound, whatever number of letters may be required to express it in common hand. If two vowels meet together in a word, both distinctly sounded, the longer only must be written, as in *idea*, *ide*. Hence *ai*, *ay*, *au*, and *aw*, are denoted by *i*; *ea*, *ei*, *ey*, and *eo*, by *e*; *oa*, *oi*, *oy*, *ou*, and *ow*, by *o*; *eu*, *eau*, *ieu*, *leu*, and *oo*, by *u*, &c.

The greater number of consonants there is in a word, the less will the aid of vowels be required to express it fully. When, however, several words, liable to be mistaken for each other, consist of the same consonants, it will be advisable, for the sake of legibility, always to insert such a portion of vowels as will determine what particular word is meant.

The above rules are designed for the guidance of a person when writing at leisure, not when engaged in the ardour of composition, or following the voice of a public speaker. The practitioner will find them worth learning, and will be able to apply them without difficulty.

CHAPTER III.

OF THE VOWELS.



Form of the Vowel Marks.—Propriety of expressing them by detached Characters.—Their Positions before and after perpendicular and diagonal Characters—Horizontal Characters—Curves.—Directions for writing them, when two or more occur without an intervening Consonant—When the Consonants are written half Size—When they occur in the Middle of Words, &c. &c.



THREE of the Vowels, *a*, *i*, and *u*, are expressed by a point or dot, and the other two, *e* and *o*, by a small inclined mark, used in common writing to denote the grave accent, as in Plate III. No. 1.*

* Objections have been made to the method of expressing the vowels by dots, or other detached marks. It has been said, that taking off the pen, considering where to place the dot or mark, and writing it, occupy as much time as would be spent in forming three separate letters; and that therefore it is advisable to describe the vowels by distinct characters, which can be regularly joined with the consonants. But this objection is founded on no reasonable grounds. As to the time occupied in making the vowel marks, they are, in most cases, formed almost imperceptibly, by a mere touch; and as to the delay occasioned by lifting the pen and placing them, when a man becomes habituated to this method, he will practise it with as much readiness as he places a dot over an *i* or a *j*, or crosses a *t* in common writing. Expertness in the former as well as in the latter case, is the result of habit.

On the other hand, the advantage of writing the vowels in this detached manner, and which renders it superior to any other, is, that in cases of necessity they can be omitted, to the great increase of expedition, and yet may afterwards be inserted at the writer's leisure, so as to render his notes, however rapidly and concisely written, legible at any distance of time.

The following observations will sufficiently explain the position of the vowels.

Standing by itself, above the line, and even with the top of a *perpendicular* or an *inclined* character, the dot represents *a*; a little lower *e* is denoted by its proper mark; in the middle, that is in the line, the dot represents *i* or *y*; something lower we write the vowel *o*, which is denoted by the same mark, below the line, that signifies *e* above it; and at the bottom a dot represents *u*. For example, the marks in Plate III. No. 2, on the left hand of the letter *t*, are the five vowels, and the line reads *at, et, it, ot, ut*. The following line, where the vowels are on the right side of the character, is *ta, te, ti, to, tu*. If the character which precedes or follows the vowels be carried *upwards*, the order is reversed, and the place of *a* is naturally thrown to the bottom, for the vowel's place is reckoned from the point at which the consonant is begun; thus the five examples, No. 4, are *al, el, il, ol, ul*; and those in No. 5, are *la, le, li, lo, lu*.

In writing the vowels *before horizontal* characters, the place of *a* is over the left hand point; of *e*, a little more to the right; of *i*, in the middle, &c. as *as, es, is, os, us*; No. 6. When written *after* such characters, the vowels are placed *below*, in the same order; as *sa, se, si, so, su*, No. 7.

When the vowels come *before the curved* characters, *m, ch, n, g*, they are written as follows: *a* is expressed by a dot, on the outside of the character, in a line with the point at which it begins, as *am, ach, an, ag*, No. 8; *e* by its proper mark on the outside approaching nearer to the middle of the character, as *em, ech, en, eg*, No. 9; *i* by a dot on the *outside* of *m* and *ch*, as *im, ich*, but on the *inside* of *n* and *g*, as *in, ig*, No. 10; *o* by its proper mark, placed on the *inside* of the character, not far from

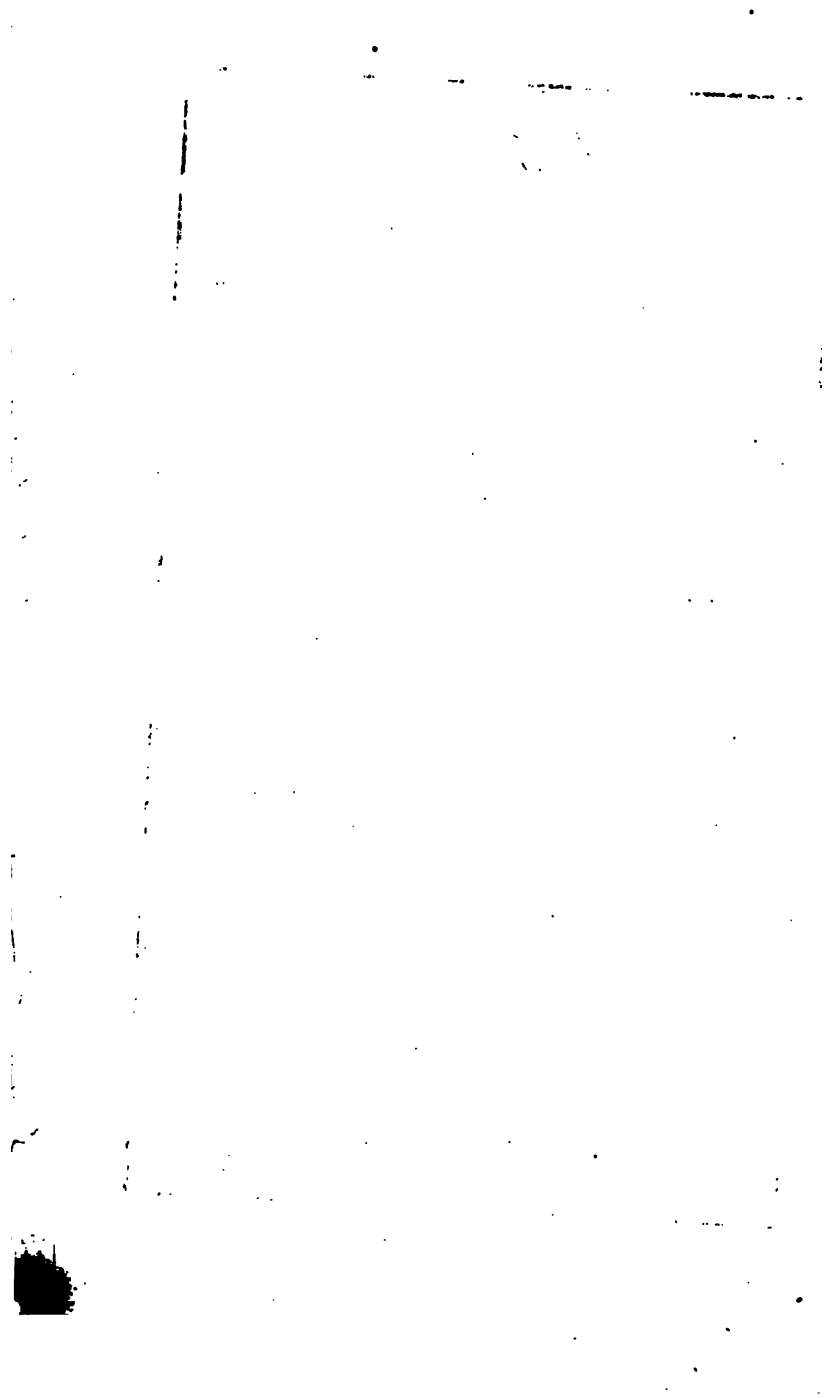
Vowels.

Examples referred to.

1. a, e, i, o, u.	9. am, ed, en, eg.
2. at, et, it, ot, ut.	10. am, ed, in, ig.
3. ta, te, ti, to, tu.	11. am, ed, en, eg.
4. ab, eb, ib, ob, ub.	12. am, ed, un, ug.
5. la, le, li, lo, lu.	13. ma, me, mi, mo, mu.
6. ca, ce, ci, co, cu.	14. na, ne, ni, no, nu.
7. sa, se, si, so, su.	15. at, et, it, ot, ut.
8. am, ed, an, ag.	16. at, to, ut, tu.

Positions between the Consonants.

	a	e	i	o	u		a	e	i	o	u
sk	sk	sk	sk	sk	sk	rs	rs	rs	rs	rs	rs
sm	sm	sm	sm	sm	sm	rm	rm	rm	rm	rm	rm
sn	sn	sn	sn	sn	sn	rn	rn	rn	rn	rn	rn
sr	sr	sr	sr	sr	sr	ms	ms	ms	ms	ms	ms
st	st	st	st	st	st	mn	mn	mn	mn	mn	mn
sf	sf	sf	sf	sf	sf	mch	mch	mch	mch	mch	mch
so	so	so	so	so	so	ml	ml	ml	ml	ml	ml
sl	sl	sl	sl	sl	sl	mt	mt	mt	mt	mt	mt
sm	sm	sm	sm	sm	sm	ng	ng	ng	ng	ng	ng
sn	sn	sn	sn	sn	sn	nk	nk	nk	nk	nk	nk
st	st	st	st	st	st	nm	nm	nm	nm	nm	nm
sg	sg	sg	sg	sg	sg	nt	nt	nt	nt	nt	nt



its concluding point, as om, och, on, og, No. 11; *u* by a dot at its termination, as um, uch, un, ug, No. 12. When the vowels come *after* the characters above specified, they are placed in the contrary manner, as ma, me, mi, mo, mu, No. 13; na, ne, ni, no, nu, No. 14.

When several vowels occur without any intervening consonants, and it is considered desirable to express two or more of them, their order may be denoted by making the first a little thicker and stronger, diminishing their respective strengths, till the last vowel is expressed by being made of the usual size.

When letters are written two in depth, that is half the usual size, each of the characters has only *three* vowels' places. Thus in the case of *t*, *above* the line, *a* and *e* are written equal with the top, as at, ta, et, te; *i* in the middle as it, ti, No. 15; and *o* and *u* at the bottom, immediately above the line, as ot, to; ut, tu; No. 16. The characters *below* the line are subject to the same regulation.

Vowels occurring *between* consonants are thus expressed:—*a* and *e* are set in their usual places, after the consonants which they follow; *i* may be placed in its proper situation, either after the preceding, or before the following character*; and *o* and *u* are written in their usual places before the last consonant.

The unnumbered examples in the annexed Plate, beginning with *sak*, *sek*, *sik*, &c. exhibit so plainly the position of the vowels between every class of characters, as to render any further explanation unnecessary.

* This twofold place of *i* may be of use in distinguishing, when necessary, the short *i* from the long one, by making it short when placed after the first consonant, and long when before the second, as "quit, "quite.

CHAPTER IV.

OF THE CONSONANTS.



Their Size and relative Proportions.—Observations on the Alphabetical Characters.—Directions for writing them.—Rules for joining and exchanging Letters—Forming them Half-size, &c.—Various Methods of doubling and contracting the Consonants.—Expressing the Plural.—Points.—Figures.—Reference Marks, &c. &c.



THE *perpendicular* and *inclined* letters in our Alphabet, t, r, f, h, w, &c. are all of equal size, and are written, as we have already stated, upon a real or imaginary line which passes through their middle. Of course they are supposed to be level with each other at the top. Their height may be measured by the perpendicular line t, (|).

The *horizontal* letters, s, k, and q, are to measure nearly the same in length as the letter t does in height.

The curved marks, m, n, ch, g, are *semicircles*, the diameter of which is the letter s, (—), and their height about one-third of the letter t.

It is hardly possible that these proportions can be strictly attended to, particularly in swift writing, but they are given here, because the more minutely they are observed, the more beautiful and distinct will the writing appear.

The following are the only characters among our Consonants, which require particular observation.

B has two marks allotted it; the first of these is the more expeditious when separately formed, but does not join well with the *l* or *r*.

C is represented by the letter *s* when soft, and by *k* when hard.

The horizontal straight line, with the twirl *above*, is made for *K*, and with the twirl *below* for *Q*, when they are initial letters. In all other cases, these two marks are used promiscuously for *k* or *q*, whenever a more easy and beautiful junction may by that means be obtained; the one joining much better with characters written upwards, the other with those drawn downwards.

Two characters are assigned to *L*; the first of them is used when the following consonant requires to be written from the top of the line, and the latter, when it must be begun from the bottom. In other cases, they may be used indiscriminately.

Q is never used without *u* following, therefore the character for this consonant may always represent *qu*.

V is denoted by the letter *f*, which it strongly resembles in sound. If the pupil thinks it necessary to make a distinction, he may write the stroke of the letter *v* rather coarser or thicker.

The mark appointed for *W* is always used when it is an initial letter; when it occurs in the middle of a word, and does not join well with the preceding syllable, we do not scruple to express it by the vowel *o*, or *ou*, writing *pour* for *power*, which can occasion no ambiguity.

When *X* and *Y* are not at the beginning of words, they may be expressed by *ks* and the vowel *i* respectively.

Z is represented by the letter *s*, from which, if the learner chooses, he may distinguish it by means of a

thicker stroke, in the same manner as *v* is distinguished from *f*.

Th is represented by two characters ; the first of them is employed when the following letter is drawn downwards, the second, when it is written upwards.

This mark (\vdash) may be used for &c. It is taken from Palmer's Alphabet, and is composed of a *t*, and a small *s* or *c* soft, drawn from the vowel *e*'s place.

With respect to the *manner of writing* the Consonants, we give the following directions.

Most of the *perpendicular* and *inclined* characters are to be begun from the top and drawn downwards. This rule does not extend to the first *l* (\swarrow) and the consonant *x* (\swarrow) which must be carried upwards from the bottom ; indeed, the loop is always made at the beginning, never at the end of any letter. Whenever, therefore, a loop occurs between two marks it must belong to the latter. The characters *b* (\smile) *r* (\swarrow) and *th* (\frown) may be written either upwards or downwards, according as they will best join with those preceding or following.











The *horizontal* characters, (which include all except the preceding) may be placed in any part of the space, at the option of the practitioner. By this power of writing them higher or lower, the vowels following them may frequently be indicated ; thus *sn*, written above the line, in the *a*'s place, may represent *san* ; the same letters written in the *i*'s place, may represent *sin* ; and in the *o*'s place, *son*, &c.

In *joining* the characters, all unnecessary angles must be avoided, and one letter made to run into another as much as possible : for instance, when *m* and *n* are joined to each other, or to any of the inclined letters, they are not each of them to be made complete, as in the following examples,



A Table of all the Combinations of Two Letters admitted by the English Language.

	t	d	n	r	s	l	m	u	p	q	z	f	av	e	y	ch	sh	th
b	tb	db	nb	rb	sb	lb	mb	ub	pb	qb	zb	fb	avb	eb	yb	chb	shb	thb
c	tc	dc	nc	rc	sc	lc	mc	uc	pc	qc	zc	fc	avc	ec	yc	chc	shc	thc
e	te	de	ne	re	se	le	me	ue	pe	qe	ze	fe	ave	ee	ye	che	she	the
f	tf	df	nf	rf	sf	lf	mf	uf	pf	qf	zf	ff	avf	ef	yf	chf	shf	thf
g	tg	dg	ng	rg	sg	lg	mg	ug	pg	qg	zg	fg	avg	eg	yg	chg	shg	thg
h	th	dh	nh	rh	sh	lh	mh	uh	ph	qh	zh	fh	avh	eh	yh	chh	shh	thh
i	ti	di	ni	ri	si	li	mi	ui	pi	qi	zi	fi	avi	ei	yi	chi	shi	thi
k	tk	dk	nk	rk	sk	lk	mk	uk	pk	qk	zk	fk	avk	ek	yk	chk	shk	thk
l	tl	dl	nl	rl	sl	ll	ml	ul	pl	ql	zl	fl	avl	el	yl	chl	shl	thl
m	tm	dm	mm	rm	sm	lm	mm	um	pm	qm	zm	fm	avm	em	ym	chm	shm	thm
n	tn	dn	nn	rn	sn	ln	mn	un	pn	qn	zn	fn	avn	en	yn	chn	shn	thn
o	to	do	no	ro	so	lo	mo	uo	po	qo	zo	fo	avo	eo	yo	cho	sho	tho
p	tp	dp	np	rp	sp	lp	mp	up	pp	qp	zp	fp	avp	ep	yp	chp	shp	thp
q	tq	dq	nq	rq	sq	lq	mq	uq	pq	qq	zq	fq	avq	eq	yq	chq	shq	thq
r	tr	dr	nr	rr	sr	lr	mr	ur	pr	qr	zr	fr	avr	er	yr	chr	shr	thr
s	ts	ds	ns	rs	ss	ls	ms	us	ps	qs	zs	fs	avs	es	ys	chs	shs	ths
t	tt	dt	nt	rt	st	lt	mt	ut	pt	qt	zt	ft	avt	et	yt	cht	sh	th

mn ; mf ; nr ; but, by cutting off a small part from each character, they must be made to run into each other, as  mn;  mf;  nr. In like manner, the rest of the curved letters are made to join each other smoothly; and by this means the beauty of the writing is preserved, and the loss of time avoided which the making of angles necessarily occasions. Thus, mp is not written  but , part of the curved line belonging in common to the *m* and the *p*. The learner will easily discern where it is necessary to preserve the precise point of concurrence, as in the case of  md,  hb.

In the annexed Table of Combinations, Specimens of the manner of joining are exhibited, which are so plain as to render a long description unnecessary. This Plate resembles a multiplication table in its construction, and the one must be used in the same manner as the other. If the combination *fl* be wanted, look to the top for *f*, and guide your eye downwards, till it comes opposite *l*, where you will find *fl*; if you want *lf*, look for *l*, and proceed in the same manner. The neatest and most expeditious manner of joining Short Hand characters, ought to be regarded as an object of attention; as, when once acquired, it is a great step towards successful practice.

Those letters which are similar in sound, are made in our Alphabet to correspond to each other in form, that if at any time the character for one be inconvenient, the character for the other may be substituted without much injury to expedition or legibility. When, therefore, a letter does not join well with the preceding one, as the *g* with any drawn downward, the *ek* with any written upwards, and the *j* with neither, we hesitate not to use the opposite one, or some other of nearly the same sound,

in its stead, as *b* for *p*, *ch* for *g* soft, *k* for *g* hard, *sh* for *ch*, *ch* for *j*, &c. writing instead of stupid, stupid; voyage, voyach; figure, fikure; church, chursh; majesty, machesty, as in No. 1, Plate IV. Such exchanges, however, are not to take place at the beginning, but only in the middle and at the end of words, and they should never be resorted to but for some obvious advantage in beauty and brevity.

When two perpendicular characters, drawn downwards, meet together in the same word, they are each to be made half the usual depth, for the sake of lineality, as art, gold, step, No. 2. It will assist expedition if the practitioner frequently adopts this mode of writing the consonants, as a matter of choice; and thus renders the practice familiar.

In some very rare instances it may be advisable to make the characters three in depth, as hand, heaven, the two last examples No. 2.

When lineality cannot be otherwise preserved, it will be advisable to lift the pen, and write the word at twice, placing the detached parts so near each other that their connection will be undoubted. Cases of this kind occur so seldom, that no perceptible detriment to expedition can be occasioned by them.

The following methods of *doubling* and *contracting* the consonants may be adopted.

When a character has a greater slope than usual, it denotes that it is to be resolved into two. In this manner *r* and *f* are lengthened in the two first marks No. 3, which denote *rr* and *ff* respectively. By adding vowel points, as in the two last examples, these characters may be made to represent *rife*, and *error*.

Double *s* and double *t*, when necessary, may be made by a little break in the middle, which can be effected by

slightly varying the track of the pen out of the line it was describing, as in *size*, taught. When *s* is preceded by *k* or *q*, or when it is preceded by *h* or *w*, the same method may be used, as in *cause*, *hat*, No. 4. A similar expedient may also be adopted when the first *l* is followed by *r*, in such words as *idler*, *butler*, *millers*, the three first examples, No. 5. And if the student dislikes the plan of lengthening the consonants pointed out in the preceding paragraph, he may apply this mode of contraction to the inclined characters, instead of the other, and write *five* and *error* as in the two last examples. Whenever this method is employed, care must be taken that the dividing stroke is not too long, as it might be taken for a distinct letter. Some writers lift the pen, and divide the letter by a small stroke passing through it, nearly in the same manner as we cross a *t* in long hand, writing *idler*, *butler*, *millers*, *cause*, as in No. 6.

Another method of doubling the Consonants, is by making the preceding or following character but half its usual length, which is a sufficient intimation that the larger character is to be resolved into *two*. The first example No. 7, is an instance of this kind. The top of the first character till it comes to the line represents *h*, below that to the bottom it represents *t*, and the last character is *r*, optionally made half size; the whole, therefore, with the strictest propriety represents *htr*, *hatter*. The same may be said of the second example *wtr*, *water*. In the four last examples the least character comes first, as *trr*, *terror*; *pr*, *prayer*; *stt*, *state*; *swt*, *sweet*.

The character for *th* not joining well to *r*, with which, however, it is frequently combined, the letter *t* may be occasionally used for *th*, writing the adjoining letter only half its usual size, as *thm*, *thn*, *thr*, *ths*, *bth*, *erth*, No. 8, for *them*, *then*, *their*, *this*, *both*, *earth*.

As much use as possible should be made of this species of contraction; and when any of the letters in a word are thus shortened, the remaining characters must be written the usual size.

Cm and *cn* occurring very frequently, for the sake of dispatch we shorten the marks for *k* and *g*, when followed by *m* and *n*: thus in the first and third examples, No. 9, *km* and *gn* are written their usual size; but in the second and fourth after the abbreviated method.—The marks thus contracted cannot be mistaken for *ck* and *g*, the loops being on the contrary side. In the middle of words, or when a vowel occurs between them, *cm* and *cn* must be written their proper size.

The plural of our substantives, and the third person singular of our verbs, may be described by the addition of a little *s* to the last letter; as *angels*, *habits*, the two first examples, No. 10; and when the word ends with *s*, *k*, or *q*, the plural may be signified by making the last letter one half longer than its usual dimensions, as *houses*, *makes*, the two last examples.

With respect to *Punctuation*, the common method may be observed, as none of the usual stops resemble our Short Hand marks, except the period. Whenever the latter is necessary, it may be represented by a very small circle, at the *bottom* of the line.

The common way of writing *numbers* being very compendious, it may be used. When two or more cyphers are to be added to any number of figures, make so many dots; thus 9','', will signify 90,000. Some authors, in order to preserve uniformity, have adopted a set of figures derived from the Short Hand characters; but this plan is not to be commended, as, when written; they can



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Consonants.

Examples referred to.



































































































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Table of 'Words'.

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2 	17 	32 	47 	62 	77 
3 	18 	33 	48 	63 	78 
4 	19 	34 	49 	64 	79 
5 	20 	35 	50 	65 	80 
6 	21 	36 	51 	66 	81 
7 	22 	37 	52 	67 	82 
8 	23 	38 	53 	68 	83 
9 	24 	39 	54 	69 	84 
10 	25 	40 	55 	70 	85 
11 	26 	41 	56 	71 	86 
12 	27 	42 	57 	72 	87 
13 	28 	43 	58 	73 	88 
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often not be distinguished from words, and inevitable confusion ensues.

The usual *reference marks* may also be adopted.

To illustrate the method of forming letters into words, we have devoted part of Plate III. expressly to this purpose. In the Table it contains, will be found the characters which represent the following words, regularly joined together, and numbered to correspond. On comparing the one with the other, the reader will immediately discover the proper method of employing both Vowels and Consonants, and will also enter more fully into the mode of stenographic spelling. The letters printed in *Italic* are omitted in the Plate.

TABLE OF WORDS.

1 Absurd	frontier	napkin	taste
acts	25 garrison	nature	70 term
anatomy	genuine	northern	thither
apparel	grandeur	50 nightingale	thousand
5 ascertain	guard	offer	thought
beauti	health	order	treasure
bravery	30 heraldry	orchard	75 until
brother	idol	paraphrase	useful
calumny	insipid	55 pitcher	usury
10 chance	island	policy	victory
character	jocular	prompt	virtue
civilize	35 journal	quarrel	80 voucher
death	justice	quick	wealth
difficult	kindred	60 random	word
15 doctrine	knock	realm	worthy
ecstasy	knowledge	radical	wonder
emissary	40 learn	secret	85 wrong
enthroned	leadstone	seldom	youth
entertain	lunatic	65 shrink	yield
20 familiar	maxim	solicitor	yesterday
feminine	memorandum	sometimes	zealous
fountain	45 mourn	supremacy	zephyr
friend	mutiny		

CHAPTER V.

OF THE ALPHABETICAL WORDS, PREPOSITIONS, AND TERMINATIONS.

Single Words represented by the Vowels.—Different Positions of the Consonants when employed as alphabetical Words, &c.—Methods of distinguishing them when two occur in the same Situation.—Directions for Writing the Prepositions and Terminations, &c.

THE vowel marks, standing by themselves, have the power, as well as the consonants, to represent some common word or words. Thus the point at the top of the line signifies the particle *a*, as a man; in the middle it denotes *I* or *eye*, as I will, his eye; and at the bottom *ye* or *you*, as you can. See Plate V. No. 1. In like manner the marks for *e* and *o* are used, the former to represent the pronouns *he*, *we*, as he comes; we walk; and the latter *O* or *who*, as O Lord; who speaks? No. 2.

The consonant marks, as we have before observed, whether employed to represent a single word, preposition, or termination, admit of three different situations, *above*, *in*, and *below* the line; and most of them have a distinct name for each position; thus the character for *f* in the column of words, at the top represents *of*, in the middle *for*, and at the bottom *from*, &c.

When two characters are appropriated to the same letter, as *b*, *l*, and *th*, double the number of words, &c.

will, in some instances be found opposite to them in the columns of the alphabet. In this case the three first are expressed by the first character, and the three last, by the second. Thus, the first *b* represents the words *be, by, but*, and the second, *above, because, below*, as in No. 3.

Some letters represent two or more words in the same position: thus *h*, above the line, represents *have, had*; *d*, in the middle, *do, did*; *s*, at the bottom, *us, whose, &c.*; but no difficulty is likely to arise from this arrangement, as the scope of the passage will always point out which of these words is intended.

If, however, the student wishes to describe them more minutely, he may adopt the following methods:—When the character is a *looped* one, he may distinguish the second word from the first by enlarging the twirl; as *can, could*; *shall, should, will, would*; No. 4.—If it is a *curved* character, he may deepen the curve, and give it a semi-oval appearance; as *do, did*; *may, might*; *not, none, &c.* No. 5.—When it is a *straight* line, as *r, s, t*, the distinction may be made by a variation in length, writing the second word shorter, as *are, were*; *is, his*; No. 6; or the characters may be written the same size, and a distinction made in point of thickness, as *or, our*; *us, whose*, in the four last examples.

Done, been, has, and thee, may be represented by the same characters as *do, be, have, and thou*, respectively. This can occasion no obscurity, as the grammatical construction of our sentences will never permit these words to be mistaken for each other.

The characters denoting the *Prepositions and Terminations*, being derived from the Alphabet, are easily retained in the memory, and are of extensive use to the brevity and legibility of Short Hand. In writing them, they should, like the alphabetical words, be formed about half

the size of the other letters, and be placed sufficiently near the radical word of which they form a part, to prevent their being mistaken for single characters.

If a Preposition and Termination compose the whole of a word, only one of them must be used, whichever the writer pleases, and the rest of the word must be written at length. Thus *comical* may be written either as the first or second example, No. 7, and *transition* either as the third or fourth.

If it be necessary to write a vowel immediately after a Preposition, it must be prefixed to the next consonant, and not placed after the preposition, as disappear, disorderly, paradise, transact, No. 8.

Two Prepositions or Terminations, denoted by the same character, and in the same position, may be distinguished from each other, in the same manner as the alphabetical words, by varying their shape, size, or thickness; as, an, ante; com, accom; pre, per; sub, super, No. 9: ance, ant; ence, ent; or, ory, No. 10. The Termination *our* may be written in the same manner as *or*; and the Terminations *an*, *en*, *on*, may be described by a very small n, as in the three examples, No. 11.

When it is not necessary for the lineality of the writing, and the deviation will promote expedition, the Prepositions *be*, *de*, *an*, *in*, *un*, *re*, or any others, may be connected to the rest of the word, instead of writing them separately. In like manner the Terminations may be often joined to the radical part of a word.*

The letter s, when used as a *Termination*, represents sion or tion, in pronunciation *shon*. This is the commonest

* Several of our Terminations, consisting only of a single consonant, as ed, ic, al, ly, um, ar, or, at, &c. appear so short that the student will probably consider them useless, since in many cases it will require less time to join them to the preceding word, than to write them separately. These the pupil may reject at present; in the second part of our work their utility and application will be pointed out. (See Rule 3.)

ending in our language. We have a thousand words of constant occurrence, which conclude in this manner. Now as this consonant is capable of *five* different situations, by being drawn from the place of the vowel preceding it, it may include that vowel, and thereby serve to denote any three syllables whatever of the numerous words which have this conclusion : thus, in the words *oration, repletion, attrition, promotion, effusion*, No. 12, the mark (—) denotes *ation, etion, ition, otion, and ution* respectively, according to its place in the line. And when one or more consonants intervene between the vowel and the termination *sion* or *tion*, as in *action, emption, inction, option, &c.* the whole of the termination may be expressed without any danger of ambiguity, by drawing the *s* from the preceding vowel's place ; thus attraction, attention, affliction, adoption, eruption, may be written attration, attetion, afflition, adotion, erution, as in No. 13.

In writing the terminations after *perpendicular* and *inclined* characters, regard must be had to the vowel's place with respect to the line, and not to its position with respect to the last consonant ; because, whether that be drawn upwards or downwards, the place of the termination is invariably the same. Thus, in the word *repletion*, one of the examples referred to in the last paragraph, the mark representing *etion*, is drawn from the *e*'s place in the line, but it is the *o*'s place with respect to the last letter, which evidently begins from the bottom.

When the *horizontal* characters *s, k, or q*, immediately precede the termination, it must then be drawn from the vowel's place after the letter, as *occasion, assertion, assumption, &c.* No. 14.

A small circle placed *above* the line may be employed as a termination ; and *ing*, being a very common concluding

syllable, may be represented by it, as beholding, writing, marking, No. 15. And as a loop is never written at the *end* of a consonant mark, but always at the beginning, this termination may, except when it follows the letter *r*, be joined to the radical part of the word, as beginning, learning, in the two last examples.

The plural number of a terminative mark may be denoted in the same manner as that of a substantive, by adding a little *s*, as varieties, monuments; or, if it be an horizontal termination, by increasing its length, as proportions, No. 16. The plural of *ing* may be described by making the circle a little larger, as warnings, writings, the two last examples.

The Table in Plate IV, which contains the following words, will elucidate the manner of employing the Prepositions and Terminations. To distinguish them, they are printed in *Italic*, and separated by an hyphen.

TABLE OF WORDS.

<i>Ab-brevi-ate</i>	<i>con-dition</i>	<i>hypo-crit-ical</i>
<i>abs-tr-action</i>	<i>contra-dict</i>	<i>il-lus-ive</i>
<i>accom-plish</i>	<i>cor-rect-or</i>	30 <i>im-par-tial</i>
<i>al-leg-ory</i>	22 <i>counter-feit</i>	<i>in-separ-able</i>
5 <i>an-tagon-ist</i>	<i>de-posit</i>	<i>inter-ruption</i>
<i>ante-deluv-i-an</i>	<i>det-ect</i>	<i>ir-regu-lar</i>
<i>arch-angel</i>	<i>det-est</i>	<i>land-scape</i>
<i>astrology</i>	26 <i>dis-cov-er</i>	44 <i>longi-tude</i>
9 <i>at-tend</i>	<i>ever-last-ing</i>	<i>lov-eth</i>
<i>back-ward</i>	<i>ex-peri-ment</i>	<i>magni-fic-ent</i>
<i>be-hav-i-our</i>	<i>extra-vag-ant</i>	<i>man-kind</i>
<i>bel-ong</i>	<i>for-mal-ity</i>	48 <i>mar-tial</i>
13 <i>beaut-ify</i>	31 <i>free-dom</i>	<i>mis-tak-en</i>
<i>boun-ty</i>	<i>friend-ship</i>	<i>more-over</i>
<i>can-did-ate</i>	<i>gen-tle-ness</i>	<i>non-sense</i>
<i>capa-cious</i>	<i>here-with</i>	52 <i>neighbour-hood</i>
<i>circum-fer-ence</i>	35 <i>hospit-al-ity</i>	<i>ob-tain</i>
18 <i>con-comit-ant</i>	<i>hum-bly</i>	<i>obs-tin-ate</i>

Alphabetical Words, Repetitions & Terminations.

Examples referred to.

1.		9.	
2.		10.	
3.		11.	
4.		12.	
5.		13.	
6.		14.	
7.		15.	
8.		16.	

Table of Words.

1		14		27		40		53		66		79	
2		15		28		41		54		67		80	
3		16		29		42		55		68		81	
4		17		30		43		56		69		82	
5		18		31		44		57		70		83	
6		19		32		45		58		71		84	
7		20		33		46		59		72		85	
8		21		34		47		60		73		86	
9		22		35		48		61		74		87	
10		23		36		49		62		75		88	
11		24		37		50		63		76		89	
12		25		38		51		64		77		90	
13		26		39		52		65		78		91	



<i>small-pres-ence</i>	<i>short-liv-ed</i>	<i>under-stood</i>
<i>or-der-ly</i>	<i>signi-fic-ant</i>	<i>un-worthy</i>
57 <i>para-graph</i>	70 <i>sub-ject</i>	<i>upper-most</i>
<i>par-take</i>	<i>sub-mis-sive</i>	83 <i>virtu-ous</i>
<i>pass-age</i>	<i>super-natur-al</i>	<i>when-ever</i>
<i>per-form-ance</i>	<i>tang-ible</i>	<i>where-fore</i>
61 <i>per-cep-tive</i>	74 <i>thank-ful</i>	<i>wick-ed</i>
<i>pre-sent-ation</i>	<i>theo-ret-ical</i>	87 <i>wilder-ness</i>
<i>pro-babil-ity</i>	<i>tra-gic-ally</i>	<i>with-draw</i>
<i>pro-fuse-ly</i>	<i>trans-fer-able</i>	<i>wonder-ful</i>
65 <i>re-plen-ish</i>	78 <i>trib-ulation</i>	<i>worth-less</i>
<i>satis-fact-ory</i>	<i>trouble-some</i>	<i>year-ly.</i>
<i>self-righteous</i>		

There are few Prepositions and Terminations necessary, besides those contained in the columns of our alphabet; but if the student thinks proper, he may increase their number to any extent.

CHAPTER VI.



PRACTICAL INSTRUCTIONS.



THE pupil should, by repeated trials, acquire the power of writing all the Letters of the alphabet, with neatness and rapidity. If he wishes to be exact in their formation, which is a matter of no small importance, as the least deviation may express a different character, let him write them singly for a while, in the same way that boys at school practise the common alphabet. At first, he will find it very difficult to make the letters *perpendicular*, but in a little time this difficulty will gradually disappear. The strokes must be made of a uniform thickness; those letters which have curves and loops must be practised till he can form them correctly and without blotting; and he should continue to copy the alphabet till he can write every letter with facility, and point out, without hesitation, the particular consonant it represents. The List of Words, Prepositions, and Terminations may then be committed to memory.

Before the pupil attempts to write a single line, he should make himself expert at reading the Tables of Words, in Plates IV and V, and the specimens in Plates VI, VII, and VIII. It is a very common fault in learning Short Hand, to devote the attention chiefly to the practice of writing. Persons who are their own instructors, ~~thinking~~ the writing every thing, make it the principal object of their regard; and, neglecting the study of the specimens, which is the readiest way of obtaining a knowledge of the rules, scarcely ever become proficient. Finding themselves unable to decypher their own notes, the characters of which are,

perhaps, very incorrectly formed, they become discouraged by the difficulties into which they have plunged themselves, and lay aside the study in disgust.

After the learner can read with ease and readiness, he may proceed to transcribe the specimens, beginning with Plate VI. He must make himself fully master of this, writing it repeatedly over with great care, until it has become quite familiar to him, before he proceeds to the next. This he ought, in like manner, to become thoroughly acquainted with before he goes on to the third.

When he has acquired a complete knowledge of the specimen plates in Part I., he may proceed to copy any thing for his own pleasure. Such pieces as he can repeat from memory will be most suitable for first experiments, particularly those which contain only short words. Extracts from the book of Psalms, or from some parts of St. John's Gospel, will be very eligible in this latter respect. He must express as many vowels as will make his writing easy to be read, and should frequently try different ways of joining the characters, in order to discover the best and most lineal. Several of them being formed as easily upwards as downwards, he will find it convenient sometimes to begin them from the top, sometimes from the bottom of the line, according to the nature of the marks which follow, and with which they have to join. Every thing he writes, should be read at least twice over before it is laid aside. Thus moving with slow but certain steps, his difficulties will gradually disappear, and he will find that nothing but practice is wanting to give him the power of expressing himself with rapidity.

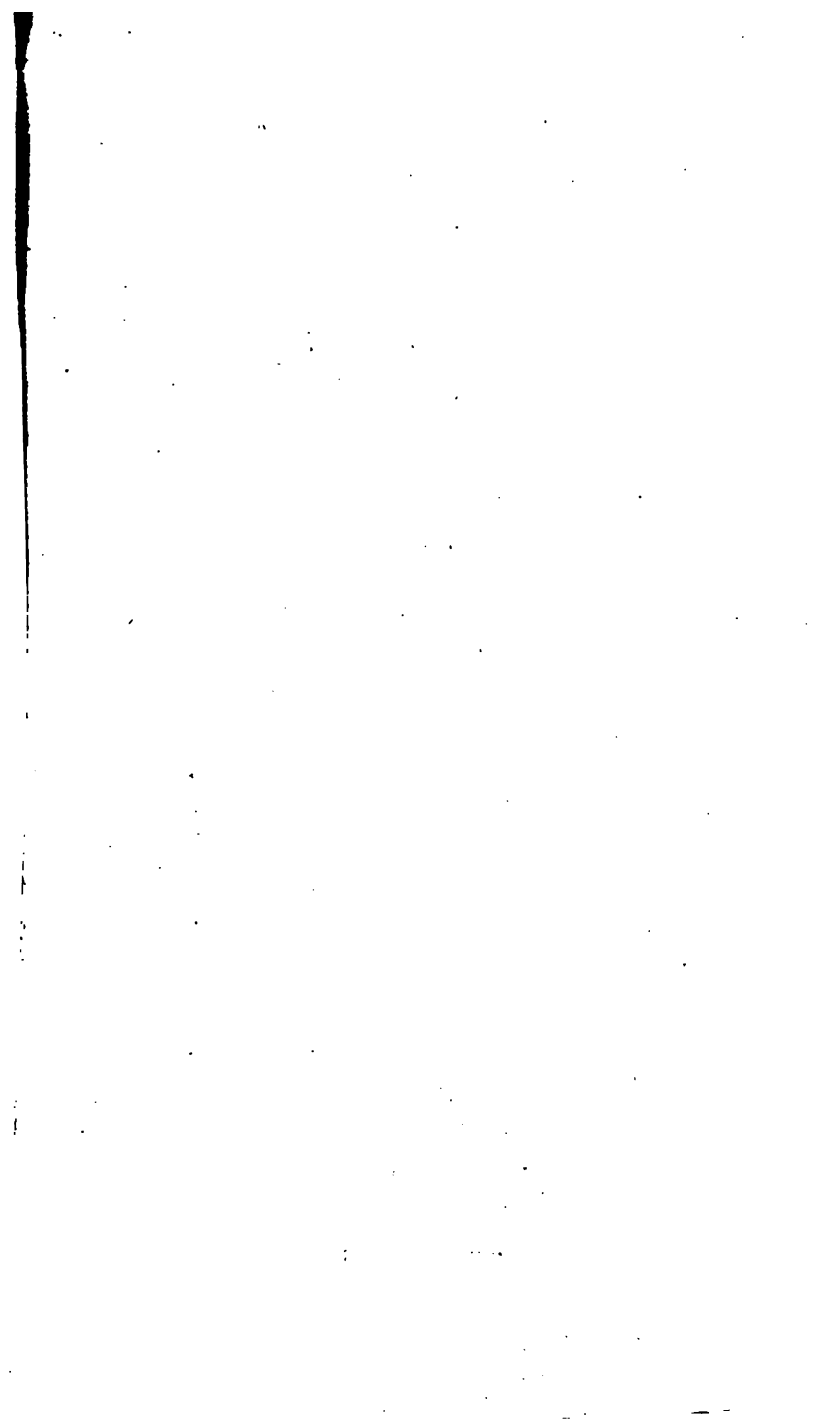
The pens used in writing Short Hand ought to be of a strong barrel, and such as will not soon spoil in the point, as every change endangers the loss of a sentence. They should be made neither very soft nor very hard, with a fine nib, so as to produce a clear stroke, and run along the surface of the paper, leaving a trace behind, without any exertion. Some authors recommend

steel pens, others crow or eagle quills. Black lead pencils are not adapted for short writing, as they require a pressure upon the paper which diminishes the expedition, and fatigues the hand; the writing is also liable to be rubbed out, or at least rendered illegible.

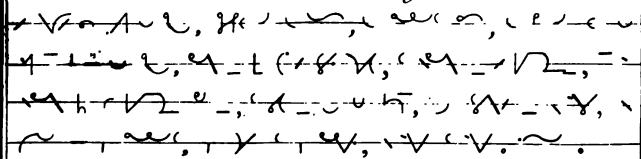
It will facilitate the progress of the learner, if, when he casts his eye upon a word, or hears it spoken in company, he accustoms himself to consider how it should be expressed in *Short Hand*. This method will greatly contribute to readiness and expedition.

When a proper name occurs, containing many vowels, which the sense will not enable the student to discover, it is advisable to write it in long hand.

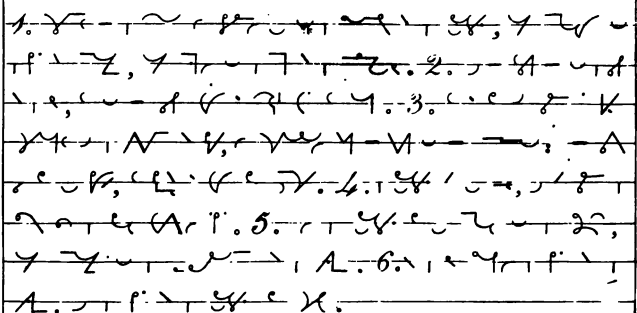
The reader will find further directions at the end of Part II



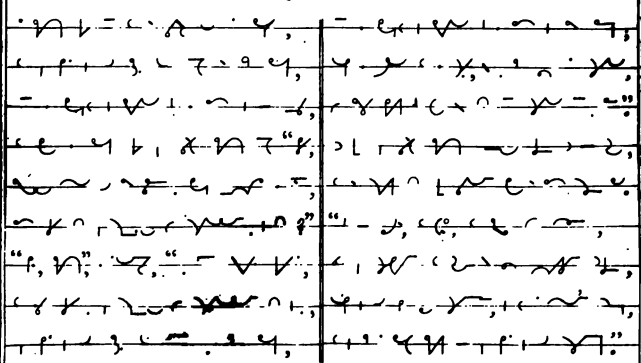
The Lord's Prayer.



The First Psalm.



The Hermit.



Contents

OF THE SPECIMEN PLATES

TO PART I.

The Words, or Parts of Words, printed in *ITALIC*, are denoted in the Plates by a single Mark, according to the alphabetical Table. The Letters which occur in the Middle of Words, in the same Character, are not inserted at all.

PLATE VI.

THE LORD'S PRAYER.

Our Fath-er which art in heaven, hallow-ed be thy name, thy king-dom come, thy will be done in earth as it is in heaven, give us this day our daily bread, and for-give us our trespasses, as we for-give them that trespass against us, and lead us not into tempt-ation, but de-liv-er us from evil, for thine is the king-dom, the power and the glory, for ever and ever. Amen.

THE FIRST PSALM.

1. *Bless-ed is the man that walk-eth not in the counsel of the un-godly, nor standeth in the way of sinners, nor sitt-eth in the seat of the scorn-ful.* 2. *But his de-light is in the law of the Lord, and in his law doth he medit-ate day and night.* 3. *And he shall be like a tree plant-ed by the rivers of water, that bring-eth forth his fruit in his season: his leaf also shall not with-er, and whatso-ever he doeth shall pro-sper.* 4. *The un-godly are not so, but are like the chaff which the wind driv-eth away.* 5. *Therefore the un-godly shall not stand in the judg-ment, nor sinners in the con-greg-ation of the righteous.* 6. *For the Lord know-eth the way of the righteous, but the way of the un-godly shall perish.*

THE HERMIT.

*A hermit there was and he liv'd in a grot,
 And the way to be happy they said he had got,
 As I want-ed to learn it I came to his cell,
 And when I got there the old hermit said "Well,
 Young man by your looks you want someth-ing I see,
 Come tell me the bus'-ness that brings you to me."
 "Why, hermit," I answer'd, "you say very true,
 And I'll tell you the bus'-ness that brings me to you.
 The way to be happy they say you have got,
 As I want-ed to learn it I came to your cot;
 Now I beg and I pray, if you have such a plan,
 That you'll write it down for me as plain as you can."
 Upon this the old hermit soon took up his pen,
 And he brought me these lines when he came back again.
 "It is be-ing, and do-ing, and hav-ing that make,
 All the pleasures and pains of which mortals par-take,
 Now to be what God pleases, to do a man's best,
 And to have a good heart is the way to be blest."*

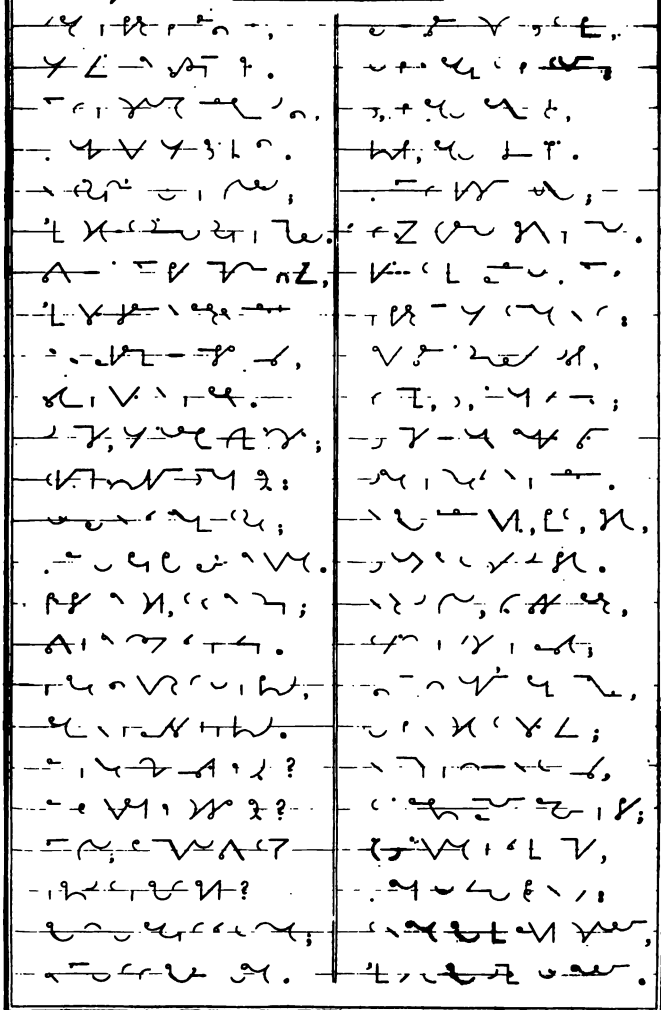


PLATE VII.

DEPENDANCE ON PROVIDENCE.

*Re-gard the world with cau-tious eye,
 Nor raise your expec-tation-high.
 See that the balanc'd scales be such,
 You neither fear nor hope too much.
 For dis-appoint-ment's not the thing;
 'Tis pride and passion point the sting.
 Life is a sea where storms must rise;
 'Tis folly talks of cloud-less skies:
 He who con-tracts his swell-ing sail,
 Eludes the fury of the gale.
 Be still, nor anxious thoughts employ;
 Dis-trust embitters pre-sent joy:
 On God for all events de-pend;
 You can not want when God's your friend.
 Weigh well your part, and do your best;
 Leave to your Maker all the rest.*

Dependance on Providence.



A Brown Sheep

100

100

*The hand which form'd thee in the womb,
 Guides from the cradle to the tomb.
 Can the fond mother slight her boy?
 Can she forget her prattling joy?
 Say then, shall sov'reign Love de-sert
 The hum-ble and the hon-est heart?
 Heav'n may not grant thee all thy mind;
 Yet say not thou that Heav'n's un-kind.
 God is alike, both just and wise,
 In what he grants, and what de-nies:
 Perhaps, what good-ness gives to-day,
 To-morrow, good-ness takes away.*

*You say, that troubles inter-vene;
 That sorrows darken half the scene.
 True—and this con-sequ-ence you see,
 The world was ne'er de-sign'd for thee:
 You're like a passenger be-low,
 That stays perhaps a night or so;
 But still his native country lies
 Be-yond the bound-'ries of the skies.*

*Of Heav'n ask virtue, wis-dom, health;
 But never let thy pray'r be wealth.
 If food be thine, (tho' little gold,)
 And rai-ment to re-pel the cold;
 Such as may nature's wants suffice,
 Not what from pride and folly rise;
 If soft the mo-tions of thy soul,
 And a calm con-science crowns the whole;
 Add but a friend to all this store,
 You can't in reason wish for more:
 And if kind Heav'n this com-fort brings,
 'Tis more than Heav'n be-stows on kings.*

PLATE VIII.

PERFIDY PUNISHED.

A cat, with affect-ed modesty, once enter-ed into a warren, plen-tifully stock-ed with rabbits; immediately the whole republ-ic, being alarm-ed, flew for re-fuge to their re-spective burrows. As this foreigner was leer-ing round about him, the depu-ties of the state,

par-ley-ed with him at an avenue that was extreme-ly narrow, and demand-ed the in-tention of his visit. He de-clar-ed that all he aim-ed at was to learn the con-stit-ution of their re-public. That as he was a pro-fessor of philosophy, he tra-vell-ed all over the habit-able world to in-form himself of the various customs of the brute cre-ation.

The credul-ous depu-ties re-turn-ed with the follow-ing re-port.—“That this valu-able stranger appear-ed, in their opinton, to be a sober, in-offensive, pacific philosopher, who travell-ed from one country to another with the laud-able view only of improv-ing his judg-ment; that he had visit-ed several foreign courts, and seen a thousand surpris-ing curios-ities; that it would be an in-express-ible pleasure to listen to his dis-course; that he had no manner of in-clination to rabbit's flesh, since he believ-ed in trans-migr-ation, and never tast-ed the least morsel of any liv-ing creature.” This fine character made a deep impr-ession on the whole assembly.

An old statesman, who had long been their orator, re-present-ed to them, but in vain, how much he suspect-ed their grave philosopher. Con-trary to his advice, they ventur-ed in a body to pay their re-spects to the stranger, who, upon the first salut-ation, strangl-ed 7 or 8 of them. The survivors re-cov-er-ed their burrows, terrifi-ed to the last de-gree, and per-fectly asham-ed of their credul-ity. The cat then re-turn-ed to the mouth of the same burrow, pro-test-ing that he had commit-ed this outrage with the ut-most re-luct-ance, and from extreme necess-ity; that, in future, he would live upon other creatures, and make an eternal alli-ance with them. Immedi-ately the rabbits enter-ed upon a treaty with him, but were cau-tious, however, of com-ing within reach of his claws. The negoc-iation was carri-ed on, and they kept him at bay. In the mean time, one of their nimbl-est members slipt out back-wards, and in-form-ed a neighbour-ing shepherd of the un-happy state of their case. The shepherd, highly pro-vok-ed, ran to the burrow, arm-ed with his bow and arrows. He soon espi-ed the cat, in-tent on noth-ing but his prey. He wound-ed him with an arrow, and Puss, as he lay gasp-ing for breath, made this speech—“He who has once prov-ed per-fidi-ous, is never credit-ed again, but is de-test-ed, dread-ed, and at last un-done by his own wick-ed devices.

PART II.

CHAPTER I.

INTRODUCTORY OBSERVATIONS.



THE preceding pages furnish a Plan of Stenography, which, after a little practice, may be read with as much ease and certainty as long hand, while, at the same time, it is sufficiently expeditious for common purposes. To those, however, who wish to carry the art to so much perfection as to be able to take down a speech, lecture, or sermon, additional modes of abbreviation are absolutely necessary. The ingenious student will not be satisfied with merely learning to express the single letters of a word by the shortest and simplest characters; he will also endeavour to attain the power of describing whole words, phrases, and sentences, by as few of these strokes as possible. Without some such expedients, one great end of Short Hand, that of following a speaker, would be wholly unattainable.

When great dispatch is required, all omissions are allowable which can afterwards be supplied by a careful attention to the idiom of our language, and to the connection of the contracted words with those that precede and

follow them. And it may not be improper to observe, that greater or less liberties may be taken, in proportion as the speaker is more or less correct in his language. Where the style is clear and regular, contractions will be more easily decyphered, than where it is confused and embarrassed. It will, indeed, sometimes happen, that the words signified by such contractions will not occur at first sight; but a little thought will discover them, and an attention of this sort will gradually and insensibly initiate the pupil in the principles of language and composition.

Before the invention of printing, the tediousness of writing all the words at full length led the copiers of books to contrive various plans of abbreviation, as appears from the inspection of ancient manuscripts. In those of the New Testament, we find many principal words described by their initial and final letters only, with a dash or mark of deficiency over them; and in Latin manuscripts, those terminations which express the relations of words to each other are generally omitted. Nor was it necessary to write them at length; for the insertion of the leading word, by which the rest were governed in case, gender, and number, would infallibly direct the reader to supply these omissions. Our language, generally expressing those relations by little particles, does not afford this particular mode of abbreviation; but, upon examination, it will be found capable of furnishing many others equally as useful and extensive.

Before, however, we proceed to point out these additional methods, it is advisable to caution the learner, who is apt to be too eager in pushing forwards, not to embarrass himself with them, until he has become so well acquainted with the characters and rules laid down in our

first part, as to be able to write and read the specimen plates with as much ease and expedition as common running hand. If he treads slowly, he will tread surely. The best way to arrive at a knowledge of any art is to proceed by degrees, not venturing upon a second step till the first is perfectly mastered. In Short Hand this mode of proceeding is particularly necessary, and to the neglect of it may be ascribed much of that difficulty and embarrassment which young Stenographers generally experience.

Writers on this subject frequently represent it as an easy task to follow a speaker. Without wishing to discourage the industrious student, it is but proper to observe, that experience will soon convince him of the inaccuracy of this statement. Those who have toiled in the pursuit can best appreciate the labour of its attainment, and will, we are persuaded, be the last to countenance such an erroneous assertion. Whoever considers that a moderate speaker articulates about three hundred syllables every minute, and that to describe them intelligibly, requires the formation of nearly an equal number of strokes, will at once perceive the difficulty of the undertaking. To arrive at perfection in this art, demands not only the exercise of much ingenuity, but also the most assiduous and persevering practice.

Few, even of our professional Stenographers, are able to take down every word from the mouth of a speaker. Indeed, were such exactness attainable it is scarcely necessary, and would neither increase the gratification of the public, nor the reputation of those whose eloquence it recorded. The extemporaneous effusions of our best orators, as they are originally delivered, would seldom

bear the test of public criticism, if transcribed verbatim; and the reports of them which generally appear, may be considered rather as correct in the outline than true to the minutiae of the original picture.

To assist the student in obtaining the necessary degree of brevity, we have suggested a variety of expedients in the following pages. By their assistance, all the words of a sentence which connection will permit to be abbreviated, may be written in the shortest manner. Some of these methods are of extensive application, and yet strictly legible; others should only be ventured upon by the *experienced Stenographer*. The latter, however, will rarely be found necessary, and they are inserted here rather because they form a part of the original work, than on account of their general utility. That the pupil may perceive the distinction, we have marked the Rules which are most easy and essential with an asterisk (*). Even these should be introduced sparingly at first. The too frequent and injudicious employment of Abbreviations, however systematic, ought to be carefully avoided, as that which cannot be read without hesitation and uncertainty will probably excite disgust. As the Rules become familiar, the student may use them more extensively. They have so little connection with each other, that he may take one and reject another at pleasure, according to his skill in the science and his knowledge of the language; and a slight inspection will show, that they are formed on such general principles, as to admit of being adopted, with advantage, into any other System.

CHAPTER II.

MISCELLANEOUS METHODS OF ABBREVIATION.

1. (*) MANY long words are described in common Writing, by their first syllable only, with a mark or dash to show that something is wanting, as *mult*—, for multitude, *cor*—, for correspondence. So, in Short Hand, when the sense of the passage will easily discover them, long words may be denoted by their first syllable, with as many points annexed as there are syllables wanting; and when dispatch is required the points may be entirely omitted.

EXAMPLES.—*Multitude, correspondence, signification, difficulty, negligence*, Plate IX, No. 1.

2. (*) The power given to consonant marks to represent prepositions and terminations will enable us to write great numbers of long words after a very expeditious manner; for words beginning with prepositions may be denoted by their respective prepositions, and the next consonant and vowel, or two next consonants.

EXAMPLES.—The first characters, No. 2, express a word beginning with the preposition *de*, followed by the syllable *li*, making together *deli*; and though there are many words which begin with these syllables, as deliver, deliberate, delicious, &c. yet if the following sentence were written thus—"He was not hasty in his resolution, but took time to *deli*— about it," the word *deliberate* would immediately occur to every one.

By the same rule we write re-co— or re-cm—, for *recommend*; as in the two last examples, No. 2. Re-si— or re-ag—, for *resignation*; and con-ve— or con-vn—, for *conveniently*; as in No. 3. Perhaps it is both more expeditious and more legible to write two consonants, rather than a consonant and a vowel, after the preposition.

When two or three prepositions begin a word, they may be joined together and placed as above, before the following consonants, as discontentment, (written dia-con-te—,) incomprehensible, (incompre-he—,) misrepresentation, (misrepre-se—,) &c. No. 4.

3. (*) In like manner words ending in any of the terminations, may be denoted by their first consonant and vowel, or two first consonants, together with the proper terminative mark.

EXAMPLES.—Ar—ary, *arbitrary*; op—ity, *opportunity*; ca—ity or cp—ity, *capacity*; cr—ity, *curiosity*; bg—ing, *beginning*, &c. No. 5. When one consonant only is written, as in the three first examples, care must be taken that the vowel, whether it precedes or follows, is never omitted.

Compound Terminations may be joined in the same manner as compound Prepositions.

This method of abbreviation, which describes the beginning and end of words, leaving a vacancy in the middle that may be readily supplied by the sagacity of the reader, cannot be too much recommended. By it a great number of words, in general use, may be very briefly and legibly expressed. A conviction of its great utility was one of the principal motives which induced us to enlarge the alphabetical List of Terminations.

4. (*) A mode of contraction much used in common writing, is to express the first and last consonants of a word, leaving a dash in the middle, to shew that it is deficient there. This method may be adopted in Short Hand

with great advantage; and in order to distinguish words thus abbreviated, write them as follows:—

- (1.) Join the characters by an angle in cases where they should otherwise run into each other, or write them in some very unusual manner; as g—r, *greater*; f—r, *former*; l—r, *lesser*; p—r, *pleasure*; h—r, *hereafter*; No. 6.
- (2.) If the characters cannot be distinguished by the above method, they may be disjoined, the first being written at the top of the line, and the last immediately underneath it, to prevent its being mistaken for a termination. Thus write b—n, *between*; r—n, *return*; t—t, *retreat*; n—r, *neither*; f—r, *further*; s—m, *seldom*; No. 7. To words thus written, the plural or possessive *s* may be joined, as r—ns, *returns*; r—ts, *retreats*; the two first examples, No. 8; and when necessary, the terminative mark may also be added, as d—ring, *delivering*; m—ned, *maintained*, in the two last examples.
- (3.) Another method, often adopted in long hand, is to write the first consonant and vowel, or first consonants of a word the usual size, and the concluding letters in smaller characters, at the top of the line, as Q', *Quarter*; W', *Weight*; C', *Creditor*; Ex^{ors}, *Executors*, &c. A similar mode of abbreviation may be introduced with success into Short Hand. In employing it, however, the practitioner must be careful that the concluding letters are so placed as not to be mistaken for terminations: When the preceding characters are *perpendicular* or *inclined*, the final ones must be written a little above the level of the line; as *hitherto*, *practice*, *standard*, *world*, the four first examples, No. 9; when the initial consonants are *horizontal* or *curved*, the concluding ones must be placed immediately over them, as *enthusiasm*, *grandeur*, *christian*, *strength*, the four last examples.

When words, abbreviated by any of the above methods, end with a silent *e*, it is unnecessary to insert it.

Great use may be made of the above methods, if the learner pleases, for the purpose of abbreviating words of frequent occurrence, which, having neither prepositions nor terminations, cannot be shortened by the preceding rules.

Monosyllables and other short words usually contain the greatest proportion of consonants, and therefore present the most formidable obstacle to expeditious writing. Long words, in general, admit of abbreviation, or at least allow the student time to describe them intelligibly. In the preceding pages, we have repeatedly expressed our aversion to arbitrary and symbolical characters; and yet, without them, most practitioners find it extremely difficult to follow a speaker. By this rule, however, a mode of abbreviation is suggested, partly arbitrary and partly alphabetical, combining the swiftness of the one with the legibility of the other, by which words of the description alluded to may be very conveniently and concisely described. It will be a useful exercise for the student to draw out a list of the most common monosyllables and short words which occur in the course of his practice, and to abbreviate them according to one of the preceding methods. This list he should frequently review and practise until the words, in their contracted form, have become quite familiar to his eye and pen. He may then introduce them as occasion requires; and will find that they possess this decided advantage over arbitrary characters, that no lapse of time can render them unintelligible. The connection of the passage, and the recollection that they are composed of their initial and final consonants, will enable him to decypher each particular word with ease and certainty. Dr. Byrom gives no instructions respecting words of this description.

5. (*) As a disjoined mark, when placed after a preposition, loses its power of representing a termination (See page 48,) so the letter *s* must certainly lose that of representing *tion* and *sion* when placed after any of the pronouns, since they never admit of such an association. It must, therefore, in such a situation, possess only the usual power of a consonant, followed by that vowel from whose place in the line it is drawn. This leads us to point out an easy method of denoting the words *self* and *selves*, viz. by drawing the *s* from *e*'s place, after the initials of any of the pronouns, as *myself*, *himself*, *itself*; *ourselves*, *yourselves*, *themselves*, No. 10.

The words *what*, *who*, *whom*, *how*, &c. have often the termination *soever* added to them, which may, for a reason similar to the foregoing, be very aptly expressed by an *s* drawn from the vowels *o*'s place, as *whatsoever*, *whosoever*, *whomsoever*, *howsoever*, No. 11.

6. Repetition is to be expressed by placing so many dots at the bottom of a word to be repeated, as there are repetitions of it; thus *Holy*, signifies *Holy*, *holy*, *holy*. If part of a sentence is to be repeated, draw a line under it, and place a caret where the repetition should be read again; as in Phil. iv, 18, "Finally, brethren, whatsoever things are true, _^ honest, _^ just, _^ pure, _^ lovely, _^ of good report, if there be any virtue, _^ praise, think on these things."

CHAPTER III.



ABBREVIATING RULES, FOUNDED ON GRAMMATICAL PRINCIPLES.



As the characters which represent our vowels are the shortest in the alphabet, it would argue great want of management and invention not to make all the use of them that can possibly be devised. They are already employed in all the distinguishable places *before* and *after* the consonant marks; but there is one situation in which we have not yet considered them, that is, when placed *above* and *below* the perpendicular and inclined characters, and at the *beginning* and *end* of the horizontal and curved ones. In this case they are written in very different situations from those they occupy when used as vowels, which leads us to employ them in the following mode of describing derivative words.

7. (*) All *derivative adjectives* are to be represented by writing the radical word on which they are formed, and placing the accentual mark a little to the left of the end of the last consonant. Thus the first example, No. 12, represents the word *forget*, from which is derived the adjective *forgetful*, written as in the second example. *Derivative substantives* are represented by placing a dot at the end of the last consonant, in such a situation, as that

the line if continued would run through it; thus the third example represents the word *forgetfulness*. *Derivative adverbs* are represented by placing the accentual mark a little to the right of the last consonant, as in the 4th example, which is the adverb *forgetfully*.

EXAMPLES.—In No. 13, from the word *reason* are formed *reasonable*, *reasonableness*, *reasonably*. In No. 14, from the word *suffice*, we have *sufficient*, *sufficiency*, *sufficiently*, &c.

This mode of abbreviation is very extensive, as our language contains a great number of long words derived from short ones.

8. (*) But this is not the only use which may be made of these adjective, substantive, and adverb points.* In all discourses whatever, there must be some principal words, which, either by their immediate relation to the subject, or their frequent occurrence, will be easily discovered, however concisely written. Such words may be described by their first consonant, or if beginning with a vowel, by their first vowel and consonant, annexing the adjective, substantive, or adverb point, which will suggest them immediately. Thus, in the following passage, transcribed out of a discourse on worldly mindedness, “Our blessed S——, both by his preaching and ex——, has shown us the folly of seeking for solid and lasting h—— in the present w——;” or in this sentence, “He is to take his t—— at York Assizes;” every one must plainly see that the words described by initials are too plainly pointed out by the nature of the subject, and the accompanying epithets, to admit of doubt or mistake. In following a speaker,

* If the student chooses he may annex the proper grammatical points to words abbreviated after the methods recommended in the 2nd and 3rd Rules, which they will frequently help to decypher.

therefore, the same description of them in Short Hand would undoubtedly be sufficient, and the words *Saviour*, *example*, *happiness*, *world*, and *trial*, might be written as in No. 15.

ADDITIONAL EXAMPLES.—Life and im— are brought to light by the g—. The r— of the dead, and a future state of r— and pu— are plainly and positively taught in the gospel. In these instances, the words *immortality*, *gospel*, *resurrection*, *rewards*, and *punishments*, may be written as in No. 16.

It will appear evidently, upon a little consideration of the nature of this mode of abbreviation, that no limits can be set to it, but that it may be adopted more or less frequently in proportion to the skill and readiness of the writer, whose judgment must inform him when such liberties can be taken without ambiguity. Every writer should accustom himself to mark those words which occur most frequently in his own particular profession, and after a little practice they will strike his mind at first sight.

9. The substantive point placed over a single consonant mark, denotes that the substantive represented by it is to be repeated with some intervening preposition, as *after*, *to*, *by*, &c., which the connection will discover; as *day after day*, from *time to time*, the two first examples, No. 17.

10. It cannot have escaped the notice of any one who has considered the English language with attention, that words of different significations govern or require different prepositions; for example, that words signifying desire, knowledge, ignorance, require the preposition *of* after them; that words importing mercy, compassion, dependence, require the preposition *upon*, &c. &c. Care, therefore, being taken to write the preposition plainly, the first consonant only, will, in general, be found suffi-

ciently descriptive of the words* which require those particular prepositions. Many of these words may begin with the same consonant; but as all those which do not require that particular preposition are excluded, the remainder is reduced to so few that it will be easy to fix on the proper one.

EXAMPLES.—In every one of the following sentences (and many more might be given), the letter *d* denotes a different word:—"He was very *d*— *of* being thought rich; You may *d*— *upon* my promise; I *d*— *from* him in opinion; He *d*— long *about* the choice of a patron, but at last resolved to *d*— his work *to*," &c.; yet by the help of the discriminating preposition the particular word proper to each place is easily discoverable.

A few additional instances will give the learner a right notion of this mode of abbreviation. "This *b*— *to* me; He made some good ob— *upon* it; I want to *d*— *of* my house; He *ag*— *with* me in opinion; There was not the least *d*— *between* us; We must *g*— *against* such passions as we find ourselves li— *to*; His personal estate he *d*— *among* his children."—Here the words, *belongs, observations, dispose, agreed, difference, guard, liable, divided*, are all expressed by their first consonant, or first consonant and vowel, as in Nos. 17 and 18, and yet no ambiguity arises; the sense of the passage, and the insertion of the prepositions, sufficiently pointing out what words are meant.

* We have assigned no grammatical mark to the verbs. If they be written the full size, it will sufficiently distinguish them from the alphabetical words. Thus the 3rd, 5th, and 6th examples, No. 17, and the three last, No. 18, are verbs.

CHAPTER IV.

JOINING RULES.

EXPERIENCE has taught quick writers, even of long hand, that joining the different letters of a word together greatly contributes to promote expedition. The learner has been already directed to write all the consonants of a word (except in cases where prepositions or terminations occur) by one continued mark. He may now advance further, and join together such short words as are either represented by single letters in the column of his alphabet; or such as by their frequent occurrence have become so familiar as to be readily known, though denoted by their first consonants only. This will be found a greater saving of time than can be easily imagined, and should therefore, when dispatch is required, be adopted as often as it possibly can, without danger of ambiguity.

In forming contractions of this kind, the alphabetical words must be diminished in size, as usual, while the initial letters of those to which they are joined are written the full length. This will effectually distinguish the one from the other. The student must also attend to the following remarks:—1. Whenever an abbreviation consists of two or more words joined together, no one word of it must be represented by more than *one* consonant.—2. The whole

mark should, if possible, be shewn to be a contraction, either by the insertion of vowels in the middle of it, which is never done in quick writing; by varying the size of the characters as above directed; or by the unusual manner of joining or placing them. If these directions are not attended to, the reader will puzzle himself in vain by hunting for some word composed of the letters which are written; whereas, if he knows the whole to be a contraction he is not bewildered in his researches, but is at first directed into the right path. The alphabetical words will suggest themselves, and leave him nothing to do but to search after some word for the rest of the characters, which will suit the context.

11. (*) In our first part, the learner was taught, in writing the consonants of a word, always to join the beginning of one letter to the end of that which preceded it. Whenever, therefore, a number of marks are joined together in a particular manner, or written differently from our general plan, either with respect to situation, size, or the insertion of vowel points, it is to denote that *each letter* signifies a word.

EXAMPLES.—The peculiar size, position, and manner of joining *n* and *t*, in the first example, No. 19, indicate that they are not intended to represent a word consisting of these two letters, but two separate words; and as *n* in the middle stands for *in*, and *t* above the line for *it*, according to the alphabetical table, *in it* is represented as in that example, and *in the* as in the following one, *t* at the bottom standing for *the*. On the same principle, the third example is *it is*; (*s* in the middle representing *is*;) the fourth, *it was*; the fifth *it were*; and the sixth *as it*. By writing the vowel *i* after the *s*, *since* it may be expressed as in the seventh example; *as it is*, and *since it is*, as in the first and second examples, No. 20; and *it seems* as in the third, where the *s* is drawn from

the *e*'s place. The enlarged size of the *s* in the two last instances, and in the concluding example of the preceding line, shews that it represents some word of which it is the initial, and not one of those in the alphabetical list. Thus any two or more words which are contained in the table of the alphabet, or which connection will suggest, may be joined together.

It would be endless to point out all the combinations which our column of words, in its present enlarged state, is capable of producing. It includes every form of the auxiliary verb, and almost all the common particles in our language, and experience will prove, that, by its use, the student can express nearly *one-half* of the words in every sentence with the greatest speed and legibility. At the same time this mode of abbreviation is not liable to the objections which are justly made against arbitrary characters. It neither burdens the memory, disfigures the writing, nor produces obscurity, as whatever contractions are formed on this principle, must continue legible so long as the pupil retains his recollection of the alphabet.

Occasionally it will happen, that, in order to join the alphabetical words, &c. some of them must be written a little above or below their usual place in the line. But this will present no difficulty to the reader, as the sense of the passage will generally discover the particular word intended. If the first or last character be written in its proper position, it will greatly assist in deciphering the rest. The concluding word may frequently be denoted by shortening the preceding consonant, or lengthening the one by which it is denoted, in order to make it reach its proper part of the line. (See Nos. 27, 28, & 29.)

Sometimes it will be found more convenient, especially when they are written out of their usual position, to represent such short words as *me, my, us, our*, &c. by their proper vowel and consonant, rather than by the characters assigned them in the alphabetical list. Several instances of this kind occur in our plate of examples.

As this mode of abbreviation is frequently referred to in the following Rules, where, in order to assist the memory, the alphabetical words are arranged as far as was practicable, under their different parts of speech, it is unnecessary to give any additional examples. The reader must not, however, suppose that every

particular method of joining which can be invented, is pointed out. He will probably find several combinations in the Short Hand Plates for which no rules are given, and his own practice will doubtless suggest others. The principal methods are shewn, and it is left to himself to make such further additions as his occasions may require, which he may continue to carry further and further, in proportion to his skill in the science, and his knowledge of the subject upon which he writes.

12. The definite ARTICLE the, may be joined to the words *more* and *most*, which frequently follow it; thus, the *more* and the *most*, may be written as in the two last examples, No. 20. The article may also be united to any other word, which the sense of the passage will discover, though represented only by its first consonant, or first consonant and vowel.

13. (*) ADJECTIVES and substantives mutually assist in discovering each other; where the one is written plainly the other will generally be sufficiently denoted by its first consonant and vowel, with the proper point annexed. When an adjective is followed by a substantive, the subject treated of will frequently discover them both, though denoted by their first consonants only. In such cases the initial letter of the adjective may be joined to that of the substantive, placing the proper mark at the end of the letter. This will be found a very useful rule, for there are many words to which some particular adjectives are usually joined, which may be written in this manner.

EXAMPLES.—*British Constitution, human nature, humble submission, or humble servant, christian religion*, No. 21.
Holy Ghost, natural philosophy, Great Britain, No. 22.

14. The adjective mark placed before two letters joined together, denotes two adjectives of which these are the

first consonants, and that they are united by a conjunction.

EXAMPLE.—“The precepts both of *n*— and *r*— religion forbid us to do our neighbours any injury,” here the marks, 4th example, No. 22, show, that the words beginning with *n* and *r* are adjectives ; and the substantive religion, with which they are connected, will immediately suggest the words natural and revealed.

15. An attention to that property the English language possesses of expressing the relation of one thing to another by means of prepositions, points out a further application of our grammatical marks to the purposes of abbreviation. If two SUBSTANTIVES, connected with each other by a preposition, be such as the context will *readily* discover, though only described by their first consonants, &c. they may be joined together, placing a dot at the point of junction, and the preposition connecting them may be omitted.

EXAMPLES.—“The *love of money* is the root of all evil.” “Seek ye first the *kingdom of God*.” The words printed in Italic may be written as in the two first examples, No. 23. When the article *the* follows the preposition, it may, for the sake of joining, be also omitted, and, to denote its occurrence, a small *t*, instead of the dot, may be placed at the point of a junction, as in the following sentence, “Since the light of the gospel has shone upon the world,” &c.—*light of the gospel*, may be written as in the third example, and *house of the Lord*, as in the fourth. In like manner, when the words *his* or *her* follows the preposition, a small *s* or *r* may be used instead of the point.

This relation of Substantives is generally expressed in English by the preposition *of*, but the rule is not confined to that word only ; it extends to Substantives connected by *any* preposition whatever, as *for*, *in*, *with*, *after*, &c.

provided the context easily indicates, not only the two substantives, thus briefly described, but also the preposition which is omitted.

EXAMPLES.—In this sentence, “Happy is it for us, if convinced of the vanity of putting our trust in man, we place all our confidence in God;” the three last words may be written as in the fifth example, No. 23. The context plainly points out the two substantives, and the verb *place* shows that the preposition cannot be *of*, but must be *in*. Again, “Our holy religion forbids all instances of revenge, our Saviour expressly commanding his disciples to return good for evil;” *good for evil* may be written as in the first example, No. 24, for the verb *return* shows plainly it cannot be good *of* evil, but must be good *for* evil. We will give a few further examples:—“In the present state there is no such thing to be met with as pure unmixed pleasure or pain, good or evil; here below all things are mixed, *pleasure with pain, good with evil.*” The last six words are written as in the second and third examples. Here the word *mixed* requires *with* after it; it cannot be read p— *of* p—, g— *of* ev—, but must be p— *with* p—, g— *with* ev—. Again, “He has become quite blind, and cannot distinguish *light from darkness,* (4th example:) distinguish requires *from* not *of* after it. Or again, “If we consider that without health we cannot enjoy the pleasures which riches procure, who that esteems things correctly will not prefer *health to riches?*” or “will not choose *health before riches?*” or “will not rather choose *health than riches?*” &c. The verbs will easily distinguish these three expressions from one another, though they are all written as in the last example, No. 24.

16. When two substantives come together, connected by a conjunction, they may be described by their first consonants (on the principle laid down in Rule 12 respecting the adjectives) placing the substantive mark before the first of them.

EXAMPLES.—In the following sentence—"Our blessed *Lord and Saviour Jesus Christ*, by his *death and passion* made a sufficient *atonement and satisfaction* for the sins of the whole world," the words in italic may be written as in the three examples, No. 25.

17. (*) The different times and modes of the English VERBS are expressed by the aid of other verbs, called for that reason auxiliaries. These occur very frequently, and should always be joined, as *can be, could be; have or has been, had been; may be, might be*, No. 26; *must be; shall be, should be; will be, would be*, No. 27.

18. When two or more ADVERBS are connected by a conjunction, they may be denoted, in the same manner as any series of adjectives and substantives, by joining their initials, and prefixing the adverb point.

EXAMPLES.—In the sentence, "What does the Lord thy God require of thee but to live soberly, righteously, and godly in this present world?" the words *soberly, righteously, and godly* would be written as in the last example. No. 27. Here the prefixed point shews that the words are adverbs, and as adverbs generally end in *ly*, nearly as much is expressed as if they had been written *s—ly, ri—ly, and g—ly*, which it would require but very little reflection to fill up correctly.

19. The PREPOSITION *to* may, in many cases, be joined to the word preceding, which will be sufficiently legible, though signified only by its first consonant and vowel; and by this means many very common phrases, such as according to, belonging to, subject to, contrary to, No. 28, liable to, satisfactory to, No. 29, can be conveniently expressed. Other prepositions which are denoted in the Table of the Alphabet by a single consonant, may also

be joined to the preceding word; as in the sentence, "He made some good observations upon it," *observations upon* may be written as in the last example, No. 29. A little practice will suggest to the learner that the two characters denote two words, the latter of which, being contained in his Short Hand Alphabet, must, for that reason, immediately occur to him.

29. Prepositions generally require after them a noun or pronoun. The pronouns being few in number, and in all cases used as substitutes for nouns, must occur very frequently, and by that means soon become familiar to the reader; they may therefore be joined to prepositions without danger of producing any ambiguity.

EXAMPLES.—In these phrases, "He gave it to me, he left it to my, to his, to us, to our, to your," the words *to me, to my, to his, to us, to our, to your* may be written as in No. 30. In such words as *this, those, whom, &c.* the *th or wh* may be dropped, and we may write *to this, to those, to them, to whom, to their, to which, to each*, as in No. 31. In the sentences, "It was not in my power—It was thrown under my feet—He came and dwelt amongst us—You may depend upon my," the words in italics may be written as in No. 32.

This rule is not restrained to those Prepositions only that are denoted in the Table of the Alphabet, but may be extended to any others, which must, in that case, be represented by their first consonant, and joined to the pronoun.

Thus in the sentences, "He took it away *without my* knowledge—It is *beyond my* reach—They divided it equally *between them*—He had the impudence to do it *before my* face—He did it slyly *behind my* back:" the words *without my, beyond my, between them, &c.* may be written as in No. 33.

After the Learner has, by practice, made himself master of the various Methods of Joining already pointed out, he may venture to extend and combine them, according to the following Rules, which will enable him to abbreviate common phrases, to an almost unlimited degree.

21. We have already stated, that a point at the concurrence of two consonant marks, denotes two substantives connected by a preposition. If an adjective should precede either or both of the substantives, the whole may be represented by their first consonants joined together, placing a dot at the end of the first substantive.

EXAMPLES.—In the following sentence, “The great goodness of God is manifest in all his dealings with his creatures,” the words “*great goodness of God*” may be written as in the first example, No. 34. The dot placed at the end of the second mark shows that it is the first substantive, the third must therefore denote the latter substantive which is preceded by the preposition, and the first the adjective. Also in the following sentence, “His Majesty the King of Great Britain,” the words *King of Great Britain* may be written as in the second example. Here the dot being placed at the end of the first mark, suggests that the first must be a substantive, which of course is followed by the preposition; and a little attention to the arrangement of words in our language shows that the second must be the adjective, as adjectives generally precede the substantives to which they are related; there is therefore as much given as if it had been written in long hand, “His Majesty the K— of G— B—,” which in a discourse on political subjects, would be sufficient to discover the contracted words.

If each of the substantives has an adjective joined to it, there can be no difficulty, for the first and third will be the adjectives, and the point will of course be placed at the end of the second character. In some rare instances the

last adjective is placed *after* its substantive, as in the sentence, "great goodness of God *Almighty*." In this case, either the last adjective must be separated from the rest of the mark; or, if joined, it must have the adjective dot at its termination, and the point must also be placed at the end of the first substantive; thus *great goodness of God Almighty* may be written as in the last example, No. 34.

22. When the word *own* occurs between a pronoun and the word *self*, it may be joined to the former, and the latter may be written according to the directions in Rule 5; as *my own self*, *his own self*, *her own self*, No. 35.

23. (*) The words *some*, *any*, *none*, *which*, *each*, *both*, &c. followed by a preposition and pronoun, may be denoted by their first consonants, or first consonants and vowels, and joined to the preposition and pronoun; as, *some of them*, *any of us*, *none of them*, *both of them*, No. 36; *which of them*, *each of them*, the two first examples, No. 37.

24. (*) In the compound tenses of verbs, the participle, expressed by its first consonant, or first consonant and vowel, may be frequently joined to the auxiliaries, adding, when necessary, the termination *ed* or *ing*;^{*} as, in the phrases, *I have been considering*, *It may be supposed*, the words in italic may be written as in the two last examples, No. 37.

25. (*) When the negative participle *not* occurs between any of the auxiliaries, or before a verb in the infinitive mood, it may be joined with them.

EXAMPLES.—*Can not be*, *will not be*, *have not been*, *shall not be*, *not to be*, *ought not to be*, &c. No. 38.

* Any other termination may be annexed to the last of any series of words, joined together. (See the specimen plates.)

26. The learner was taught, in the 19th rule, to join the preceding word, when it could be readily discovered, to the preposition; and in the 20th rule he was directed to join the preposition to the pronoun; he may now combine the two rules, by joining the preceding word, the preposition, and the pronoun together.

EXAMPLES.—*Belongs to me, extends to us, agreed with me, depend upon me*, as in No. 39; *observations upon his*, as in the first example, No. 40: and in the two following sentences, "He was an ill natured man, always endeavouring to sow dissensions among his neighbours—He was a notorious traitor, and taken in actual rebellion against his sovereign," the words, *dissensions among his, rebellion against his*, may be written as in the second and third examples.

27. When a pronoun, or preposition and pronoun, follow the verb, and are themselves followed by a preposition and adjective pronoun, they may all be joined together.

EXAMPLES.—*I congratulated him upon his, &c. I consoled with him upon his*, the fifth and sixth examples, No. 40.

28. (*) Numerous contractions may be made when the pronoun *it* is followed by a verb, or when the impersonal verbs *it is*, or *it was*, are followed by an adjective, and *to* or *that*. We must content ourselves with giving a few of the most usual.

EXAMPLES.—*It can not be, it were to be, it seems to be, it is not to be*, No. 41. *It is impossible to, it is unnecessary to, it was contrary to, it is according to*, No. 42. *It is observable that, it is evident that, it is not to be supposed that*, No. 43.

29. (*) Common adverbial phrases may, in like manner, be denoted by joining the initial consonants of some words to the alphabetical representatives of others.

EXAMPLES.—*In future, at the same time, at present, in this manner, in like manner*, No. 44. *In a great measure in the same*

manner, in so much that, No. 45. So much the more, in the mean time, in general, in particular, No. 46.

When the proportion of equality is expressed by *as* — *as*, *so* — *as*, &c. with some word intervening, they may all be joined together; *as, so much as, as much as, as well as, as long as, as good as, &c.* No. 47.

30. Adverbs, verbs, prepositions, and possessive pronouns may be joined together, as in the sentence, “you may safely depend upon my word,” *safely depend upon my* may be written as in the first example, No. 48.

31. (*) Many common phrases, formed by a substantive preceded by the prepositions *with*, *without*, *in*, &c. and followed by *to*, *of*, &c. may be very conveniently contracted.

EXAMPLES.—*With regard, respect, or reference to*, as in the second example, No. 48. In the sentence, “He basely broke his promise, without any regard to his honour,” *without any regard to his*, may be written as in the third example; *in relation to*, as in the fourth, *in order to*, as in the last. *In consequence, comparison, or consideration of, in compliance with, by reason of his, by virtue of his*, as in No. 49. *Upon account of, in the power of*, as in No. 50.

Difficult as some of the preceding schemes of contraction may, at first sight, appear to the student, yet practice, and a little attention to the arrangement of our words, will soon render them easy. Experience will, in a short time, convince him, that abbreviations, formed on regular and judicious principles, can be read with greater ease and certainty, than the inexperienced are apt to imagine.

The methods we have pointed out are very extensive in their application, for no sentence can occur in which some one or other of them does not find a place. But yet we

are far from pretending to have exhausted the subject. An accurate and assiduous attention to the nature and idiom of our language, may suggest others as useful as these. Proper care being taken to lay a right foundation, the legible ways of contraction will increase in proportion to the writer's want of them. The more he writes, the more concisely he may venture to write, and yet he will be able to read his contractions with ease.

It must be obvious to every one, how much a systematic plan of abbreviation, like the preceding, is superior to one which includes a multitude of arbitrary and symbolical characters, to signify particular words and phrases. The injudicious application of these marks is not the sole disadvantage attending them. They are not only burdensome to the memory, and tedious and difficult to be learned, but are often forgot, even by the writer himself, unless immediately decyphered. These objections lie not against the methods in our 65th page, which cannot be too strongly recommended.

With the preceding rules perfectly learnt, and brought into use by diligent practice, the student will find himself possessed of an almost unlimited power of contraction; he will gain an advantage, in point of expedition, over those who employ arbitrary marks; while, at the same time, his writing will continue legible, whatever length of time intervenes, not only to himself, but also to every practitioner of the same system. That he may have all the assistance necessary, we have furnished him with the following Specimens, wherein he will find his rules exemplified.

Examples referred to in Part II.

1	1, 7, 2, 4, 5.	20	3, 3, 1, 4, 2, 2.
2	1, 1, 1, 1.	21	2, 2, 2, 2.
3	1, 1, 2, 2.	28	1, 1, 1, 1.
4	1, 1, 1, 1.	29	1, 1, 1, 1.
5	1, 1, 1, 1, 1, 1.	30	1, 1, 1, 1, 1, 1.
6	1, 1, 1, 1, 1.	31	1, 1, 1, 1, 1, 1.
7	1, 1, 1, 1, 1.	32	1, 1, 1, 1, 1.
8	1, 1, 1, 1, 1.	33	1, 1, 1, 1, 1.
9	1, 1, 1, 1, 1, 1.	34	1, 1, 1, 1, 1, 1.
10	1, 1, 1, 1, 1, 1.	35	1, 1, 1, 1, 1.
11	1, 1, 1, 1, 1.	36	1, 1, 1, 1, 1.
12	1, 1, 1, 1, 1.	37	1, 1, 1, 1, 1.
13	1, 1, 1, 1, 1.	38	1, 1, 1, 1, 1.
14	1, 1, 1, 1, 1.	39	1, 1, 1, 1, 1.
15	1, 1, 1, 1, 1.	40	1, 1, 1, 1, 1.
16	1, 1, 1, 1, 1.	41	1, 1, 1, 1, 1.
17	1, 1, 1, 1, 1.	42	1, 1, 1, 1, 1.
18	1, 1, 1, 1, 1.	43	1, 1, 1, 1, 1.
19	1, 1, 1, 1, 1.	44	1, 1, 1, 1, 1.
20	1, 1, 1, 1, 1.	45	1, 1, 1, 1, 1.
21	1, 1, 1, 1, 1.	46	1, 1, 1, 1, 1.
22	1, 1, 1, 1, 1.	47	1, 1, 1, 1, 1.
23	1, 1, 1, 1, 1.	48	1, 1, 1, 1, 1.
24	1, 1, 1, 1, 1.	49	1, 1, 1, 1, 1.
25	1, 1, 1, 1, 1.	50	1, 1, 1, 1, 1.



ABBREVIATION OF SENTENCES.

There is one method of contraction which has not yet been noticed, and which, if judiciously managed, is capable of saving a great deal of time.—We mean the Abbreviation of Sentences, by the omission of useless words, synonymous expressions, &c.

In a former part of this Treatise we have directed the pupil to write only so many letters of a word as were necessary to convey its sound, and to omit the rest. In like manner, sentences may be contracted, without rendering them unintelligible, by writing the radical parts only. The principal words will immediately suggest the subordinate ones, or at least so many of them as will determine the sense of the passage, and describe the peculiarities of the speaker. The performance of the Short Hand Writer in this case strongly resembles that of the artist, who contents himself with making a sketch of the outlines, and gaining a general idea of the shading while the object is before him, and finds no difficulty in afterwards completing the picture, and perfecting the likeness, from memory.

It is not necessary to lay down rules for this mode of contraction. The pupil must exercise his judgment in the employment of it, as well as of many other methods we have recommended. Experience will be the best guide. Those words which are written, must be expressed as distinctly as possible, since they can derive no help from connection; and the omissions should be supplied while the subject is fresh in the memory.

CHAPTER V.

DIRECTIONS FOR WRITING IN PUBLIC.

WHEN the student first endeavours to write after a speaker, he must not be discouraged if he finds himself unable to keep pace with him. In his early attempts he will perhaps feel so confused, as to be prevented from writing with half the expedition of which he is really capable. It will be in vain for him to expect that he can preserve every word. Let him be content, at first, to take the *substance* of what is delivered, retaining, as much as possible, whatever is peculiar in the phraseology of the speaker, and by perseverance and practice he will find himself able to write more and more fully, till at length his performance will be quite satisfactory.

The pupil will find it useful, after he has become well acquainted with the foregoing rules and the annexed specimen plates, to employ some friend to read extracts on different subjects, very deliberately, while he writes them down. This will familiarize him to the manner of following a voice, will call his acquirements into active exercise, and will lessen the embarrassment above alluded to.

When great dispatch is requisite, all stops, except the period, may be omitted, leaving a blank, proportioned in size to the length of the pause required.

The smaller the characters can be written, without becoming indistinct, the more it will promote expedition.

In taking down sermons, quotations from scripture frequently occur. It will be sufficient if a few of the first and last words of these be inserted, as the deficiency can afterwards be supplied from memory, or by consulting a concordance.

When a short hand writer is employed to take down proceedings in the courts of law, and it is of consequence to report them as nearly verbatim as possible, it is desirable to make him previously acquainted with the matter in dispute, which is often so complicated as not to be very easily understood. By becoming master of the case beforehand, he will be in less danger of falling into mistakes, and will more readily comprehend the bearing of what is said.

The assistance of a Teacher, when it can be obtained, is of great advantage in the study of this art. Men differ in their genius and perceptions, and every pupil has his own peculiar views and ideas. Difficulties present themselves to some minds which never occur to others, and which no writer on the subject can anticipate. It is impossible, in a public treatise, to lay down rules and explanations adapted to the capacities, and satisfactory to the understandings of all, who may endeavour to learn it. A master, however, has it in his power to give such minute and personal instructions as cannot fail to produce a beneficial result. He can at once explain to the student whatever seems obscure and ambiguous; can solve his difficulties, correct his mistakes, assist his invention, encourage him in his progress, and lead him on to practical proficiency.

Contents
OF THE SPECIMEN PLATES
TO PART II.

—◆—
The Figures refer to the Rules of Abbreviation in the preceding Pages.
—◆—

PLATE X.

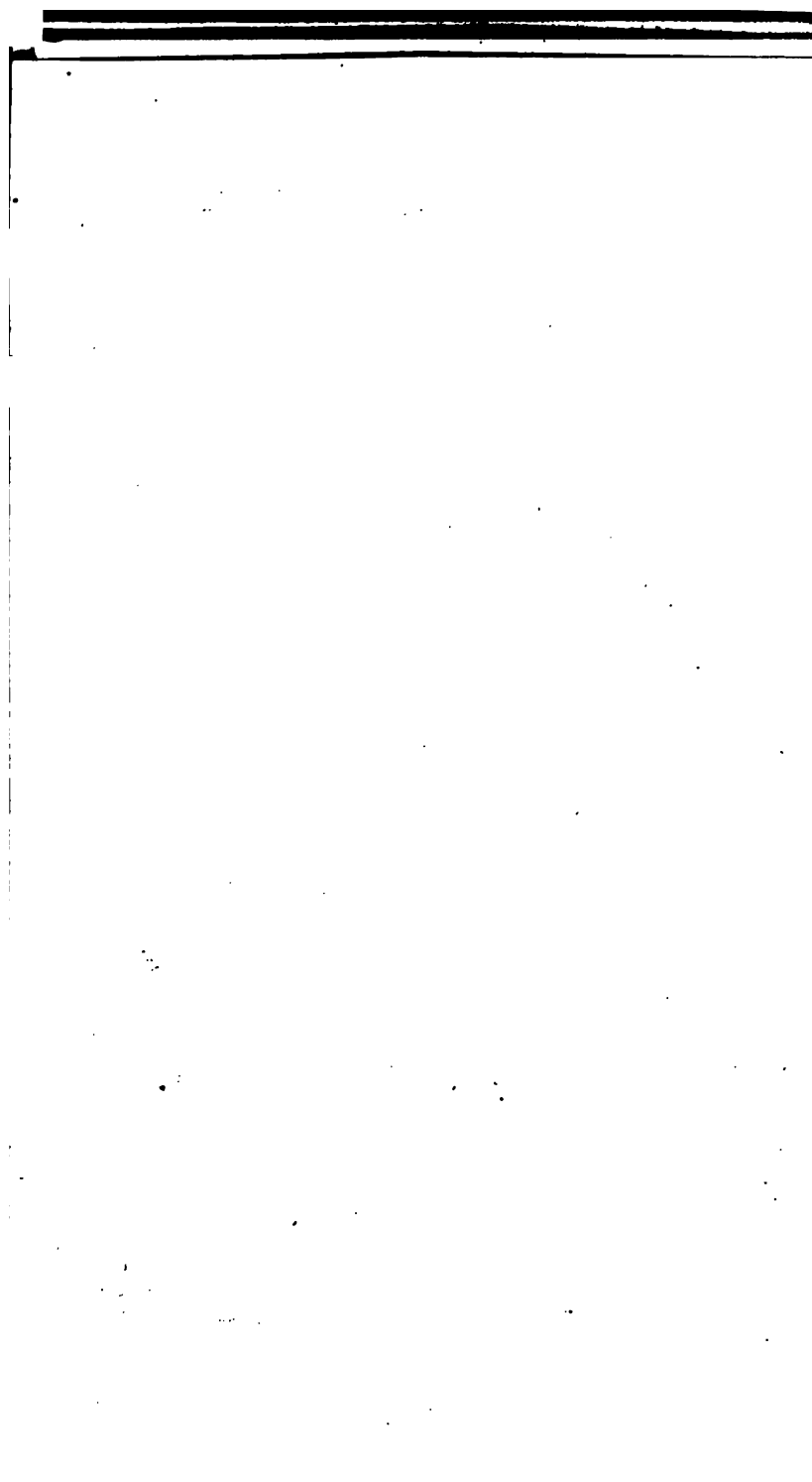
PART OF DR. SHERLOCK'S FIRST SERMON.

JOHN 6. 67, 68, 69. *Then said Jesus to the Twelve, Will you also go away, &c.*

IN the¹¹ foregoing part⁴ of this chapter we read, that the doctrine⁴ of our Saviour had given⁸ such offence¹ to his hearers that many even of his disciples⁸ went back and walked no more with him²⁰; upon which occasion our Lord put this question to the twelve, "Will you also go away?" To which Saint Peter¹⁸, in the name of all, made answer⁴, "Lord, to whom²⁰ shall we go? Thou hast the words⁸ of eternal life¹⁸, and we believe⁴, and are sure, that thou art that Christ, the Son of the living God²¹."

In this²⁰ answer there are three things⁸ expressed⁸ or implied as the ground⁴ of their constancy and adherence⁸ to Christ.

The 1st is the miserable⁸ condition they should be¹⁷ in if they did forsake him, having no other in whom²⁰ they could trust⁴, "Lord, to whom shall we go?" The 2d is the excellency⁴ of his religion⁸, and the certain⁴ means it afforded of obtaining⁸ that which is the¹¹ great⁴ end of religion¹⁸, a blessed⁸ life after this, "Thou hast the words of eternal life." The 3d is the authority and divine commission of Christ, upon which their faith and confidence⁸ were built, "We believe and are sure that thou art that Christ, the Son of the living God²¹." To believe, because we have sufficient⁸ reason to determine⁸ our belief, is a rational faith, and this is what is meant⁴ in the text⁸; we believe because we have, from the¹¹ things we have heard and seen of you, determined⁸ with ourselves²⁰, that thou art the Christ, the Son of the living God.



These three reasons², which St. Peter gives for adherence to Christ, refer to as many general⁴ principles or maxims².

As, first⁴, That religion, the only means by which men can arrive at true happiness, by which they can attain to the last perfection and dignity of their nature, does not, in the present circumstances of the world, depend¹⁰ on human² reasoning or invention; for, was this the case, we need not to go from home for religion, or to seek farther⁴ than our own breasts⁴ for the means of reconciling ourselves² to God, and obtaining his favour, and, in consequence of it²¹, life eternal². Upon such supposition, St. Peter argues very weakly⁷, in saying, "To whom shall we go?" for to whom need they go to learn that which they were able to¹⁰ teach themselves²?

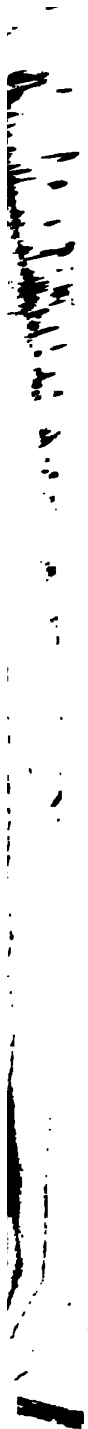
The second principle referred to¹⁰ is, That the great end of religion is future happiness; and consequently² the best religion is that which will most surely direct us to eternal life. Upon this ground St. Peter prefers the gospel of Christ¹², "Thou hast the words of eternal life."

The third thing is, That the authority and word of God¹² is the only sure foundation of religion, and the only ground for us²⁰ to build⁴ our hopes on. Thus St. Peter accounts for his²⁰ confidence in the religion which Christ taught; "We know, and are sure, that thou art the Christ, the Son of the living God."

In this state of the case, the necessity of religion in general²² is supposed; and the only question is, from what fountain we must derive it? The dispute can only lie between⁴ natural and revealed¹⁴ religion: if nature⁴ be able to direct us, it will be hard to justify the wisdom⁷ of God in giving us a revelation, since the revelation can only serve⁴ the same purpose which nature alone could well supply.

(Plate XI.)

Since the light of the gospel¹² has shone throughout the world, nature has been¹⁷ much improving; we see many things clearly, many things¹² which reason readily embraces, which, nevertheless⁷, the world before was generally a stranger to¹². The gospel has given us true notions of God and of ourselves, right conceptions of his holiness and purity, and of the nature of divine worship¹²; it has taught us a religion, in the practice of which our present ease and comfort, and our hopes of future happiness and glory⁴ consist; it has rooted²⁴ out idolatry and superstition², and, by instructing us in the nature of God, and discovering to us his unity, his



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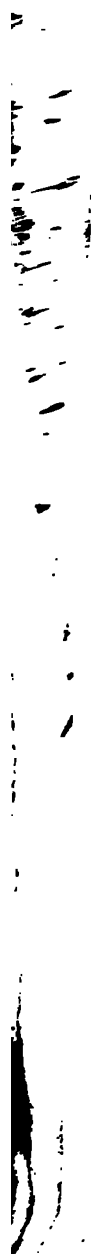
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omnipresence, and infinite knowledge, it has furnished² us even with principles of reason, by which we reject and condemn the rites and ceremonies¹⁰ of heathenism⁴ and idolatry⁷, and discover wherein⁴ the beauty and holiness of divine worship consist: for the nature of divine worship must be deduced²⁴ from the nature of God¹⁸; and it is impossible for²⁰ men to pay a reasonable service to God, till they have just and reasonable⁷ notions of him. But now, it seems, this is all become pure natural religion¹³; and it is to our own reason and understanding that we are indebted for the notion of God, and of divine worship; and whatever else in religion is agreeable to our²² reason, is reckoned to proceed intirely from it: and, had the unbelievers of this age heard⁴ St. Peter's piteous complaint, "Lord, to whom shall we go?" they would have bid him to go to himself, and consult his own reason, and there he should find all that was worth finding in religion.

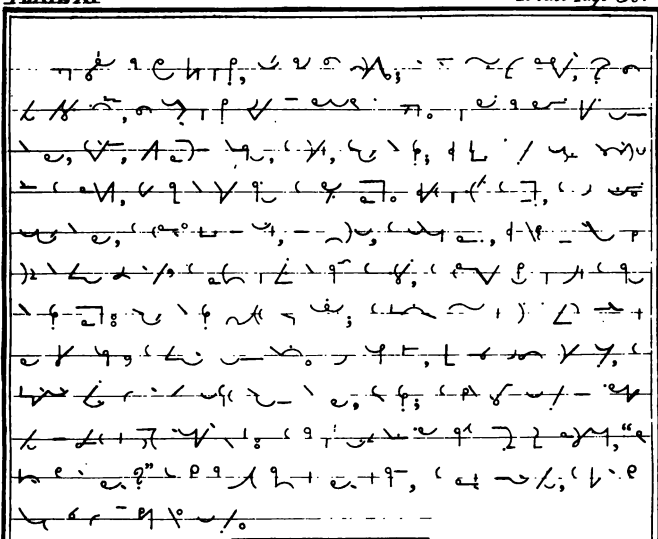


STATE TRIALS, VOL. V. PAGE 805.

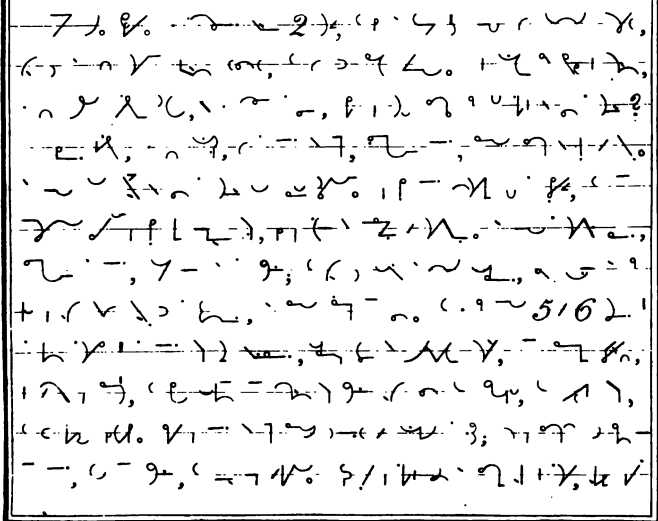
(Proceedings upon the Commitment, by the Secretary of State, of Kendall and Roe for High Treason.)

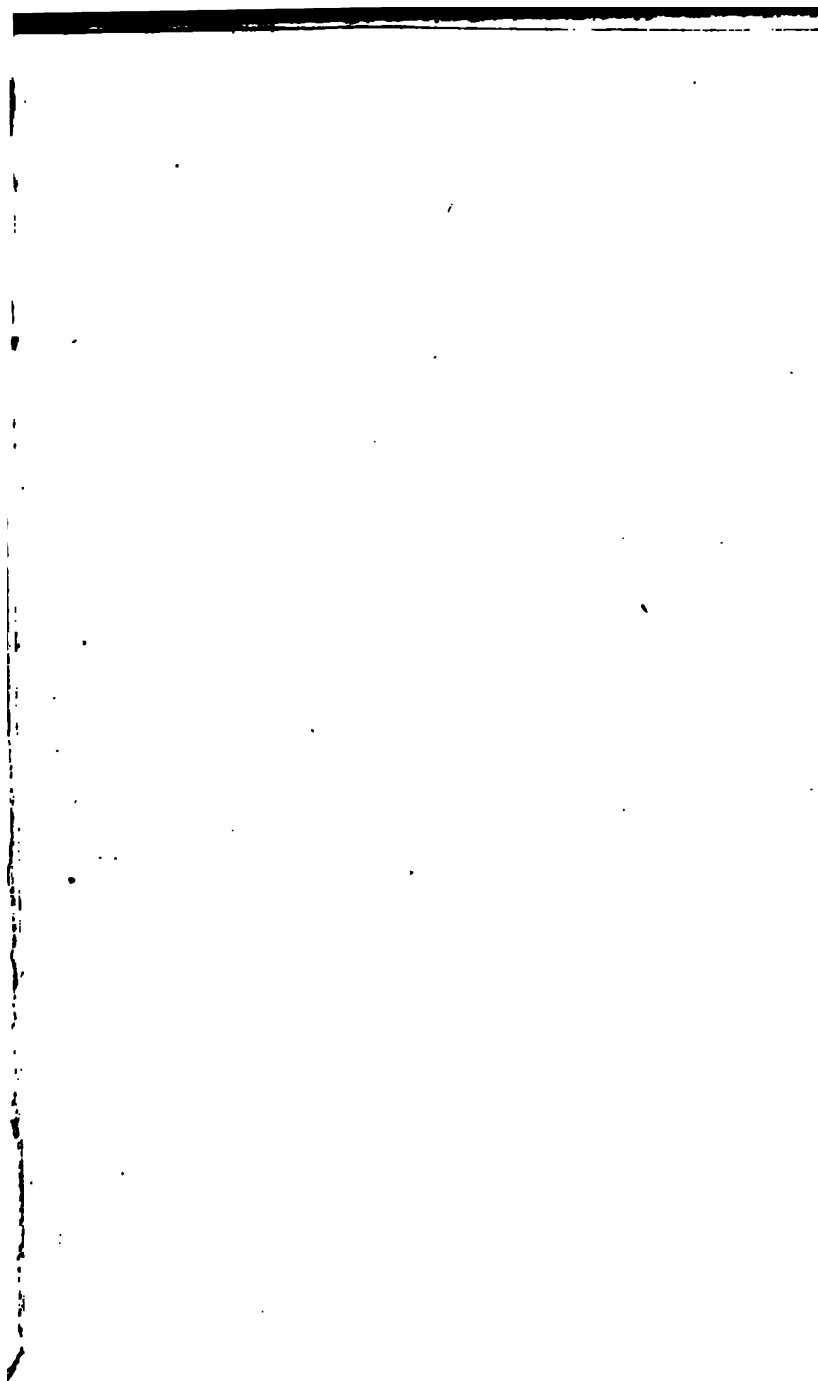
SIR B. SHOWER. I am of counsel for these two prisoners; and what we desire at present²⁰ is only that they may be¹¹ bailed; though perhaps we might press to have them discharged, and that upon good reason. To induce your Lordship to bail them, I must beg your Lordship's pardon, if I make a question, Whether the person committing hath any authority for such a purpose?

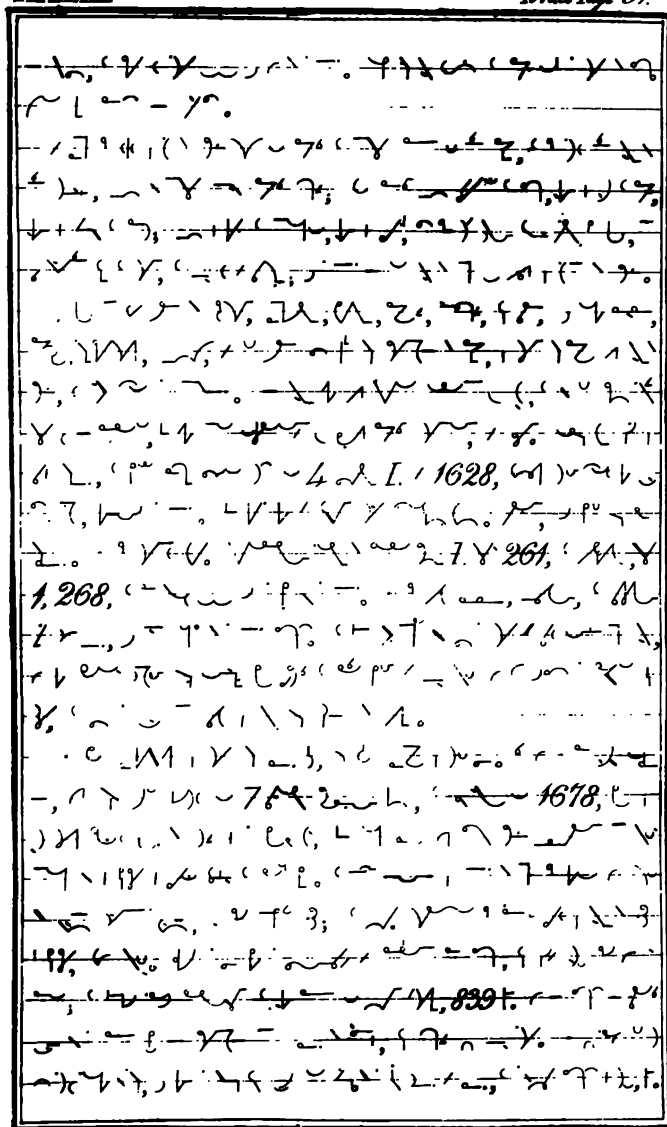
With submission to your Lordship, I must insist upon it²⁷, that a secretary of state, quatenus secretary, can not¹¹ commit for treason or felony: he is not an officer⁴ for such a purpose in common⁴ parlance. The word secretary imports only a writer of letters¹⁵, and, as Spellman explains⁴ the word, this is the sense of it, with the addition of secrecy, or privacy. He is not a privy counsellor⁹, quatenus a secretary; nor is he a justice⁴; and though perhaps, in fact²⁰, he may be in the commission; yet, unless he hath taken the oath of that office upon a dedimus, he cannot act as such: and I have seen five or six privy counsellors¹³ at a time appearing at a sessions of the peace for this county, in the case of the¹¹ Duke of Bedford's power, as *custos rotulorum*, to remove the clerk of the peace¹⁵, and when



1 W, Y. 5, 2605.







intimation was made to them²⁰ of the justice's oath which they had not taken, they refused to¹⁹ vote, and did thereupon withdraw. Here the Secretary of State can not be²⁵ presumed or intended to be a justice of the peace¹²; because the commitment by him is as secretary, and not as justice; and so is the return: and upon the return the authority by which he commits ought to appear, otherwise the return¹²

(Plate XII.)

is vicious; and here doth appear none but that of a secretary. Now, if the office does not imply and carry in it a power of committing, then this commitment is erroneous.

Our constitution² has distributed the administration of justice, both in criminal and civil causes, into several⁴ courts; and hath appointed several officers for several purposes, some for civil, some for criminal matters; and in criminals some are to examine and commit, others to obey and carry, others to receive and keep; some to try and sentence, others to execute⁴; each has his proper⁴ province: and of those your Lordship will take notice, as also of their several duties and powers; and so do our law-books¹²; but a secretary is an officer of state, not relating to¹⁰ the administration of justice.

You take notice, as do our books, of head-boroughs, constables, sheriffs, coroners, escheaters, and the like: But neither Coke, Crompton, Fitzherbert, Smith, or any book which treats⁴ of the jurisdiction of courts, the pleas of the crown, or the officers of justice, do ever mention⁴ a secretary of state. His office rather relates to¹⁰ foreign negotiations than domestic⁶; and if any home affairs⁴ fall under his cognizance, it is rather as an intelligencer than with any relation to¹¹ criminals, prisons, or goalers. In all the debates about the liberty of the subject, and wrong⁴ commitments⁷, which were in parliament² in 4 Charles I. or 1628, and amongst all the precedents mentioned⁴ there on each side, there is none by a secretary. It is true, there are divers *per mandatum Dom. Regis*, by warrant from the Lords of the council. I have perused Dr. Franklin's Annals of King James I. folio 261. and Rushworth, Vol. I. 268. and can find none by a warrant from a secretary. I have read Coke's, Selden's, and Littleton's arguments⁸ upon that subject, but see nothing of a secretary's commitment. And it seems very strange⁴, if such a power were lodged in this state-officer, that there should be no precedents for it in those times, when extrajudicial and general warrants were so frequent,

that they became a grievance to the people, and such a one as laid the foundation for the petition of rights.

I shall not controvert the power of the council at present¹⁹, because it doth not concern the present question : All that I can observe⁴ in the case is, that it first began to be practised in Sir Lionel Jenkyns's time; and yet, even in 1678, when the Popish plot had increased the number of prisoners to a wonderful degree, it is notoriously¹ known, that the chief justice Scroggs was frequently⁷ sent for to Whitehall, to examine⁴, and commit, and grant⁴ warrants. And sometimes⁴ since the secretaries of state have thrown that burden off from themselves upon their secretaries under them²⁰, who have been sworn justices of the peace; and Mr. Bridgeman hath accordingly⁸ executed the office of justice of peace at Whitehall, and that frequently. It hath been a question, Whether a chancellor, or keeper of the great seal²¹, can commit; and the better opinion hath been, that he can not; and it seems to be agreed by¹⁸ Glanvill's and other cases in Moor's Reports, 839. &c. that his commitment is illegal, unless for a cause within⁴ his jurisdiction as a court of equity, and the matters must so appear. I must agree that any person may apprehend another for felony or treason¹⁶; but there is a vast difference between an arresting of a traitor or felon¹⁶ upon suspicion or knowledge⁸, and a formal commitment to prison, &c.

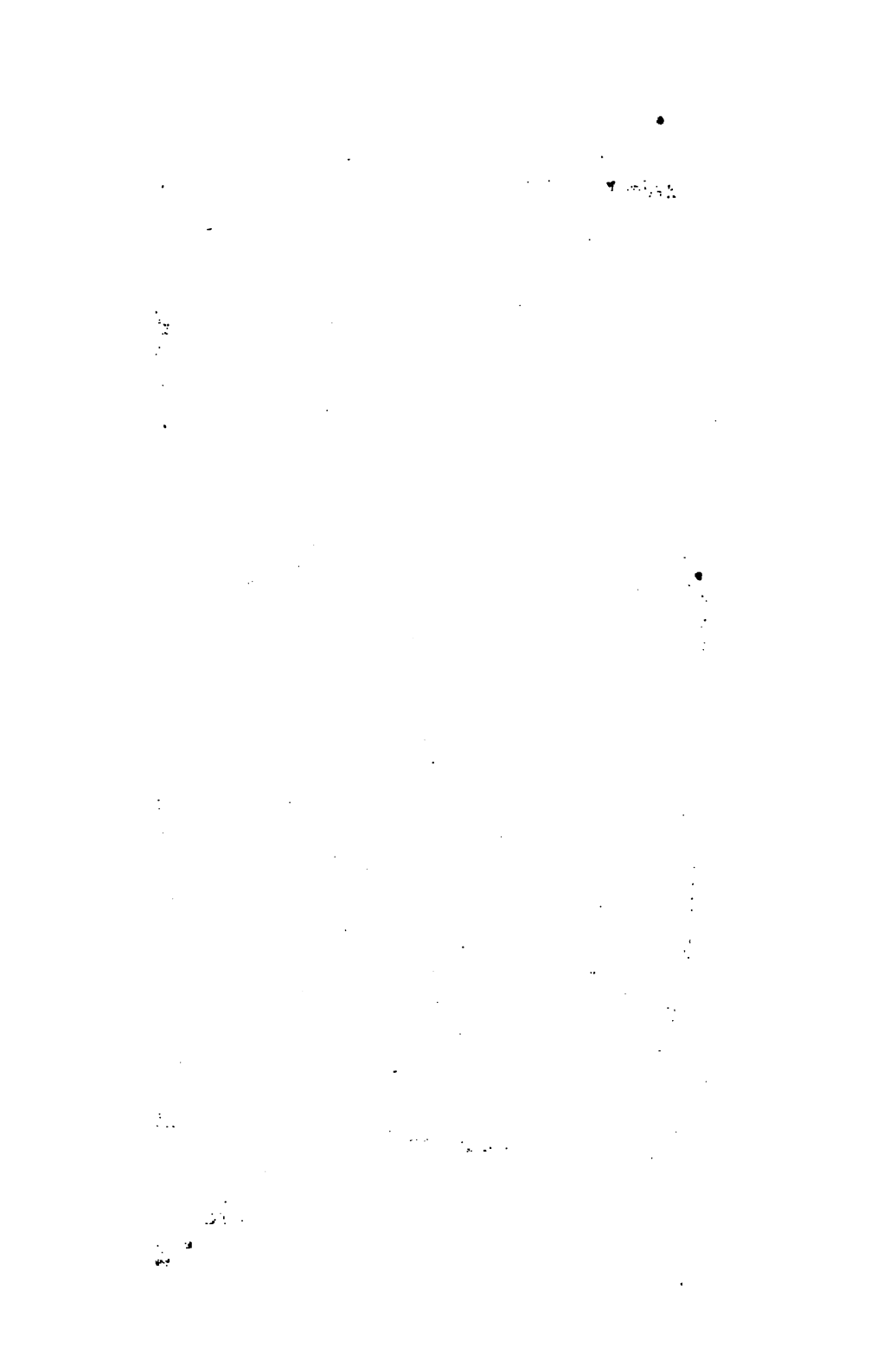


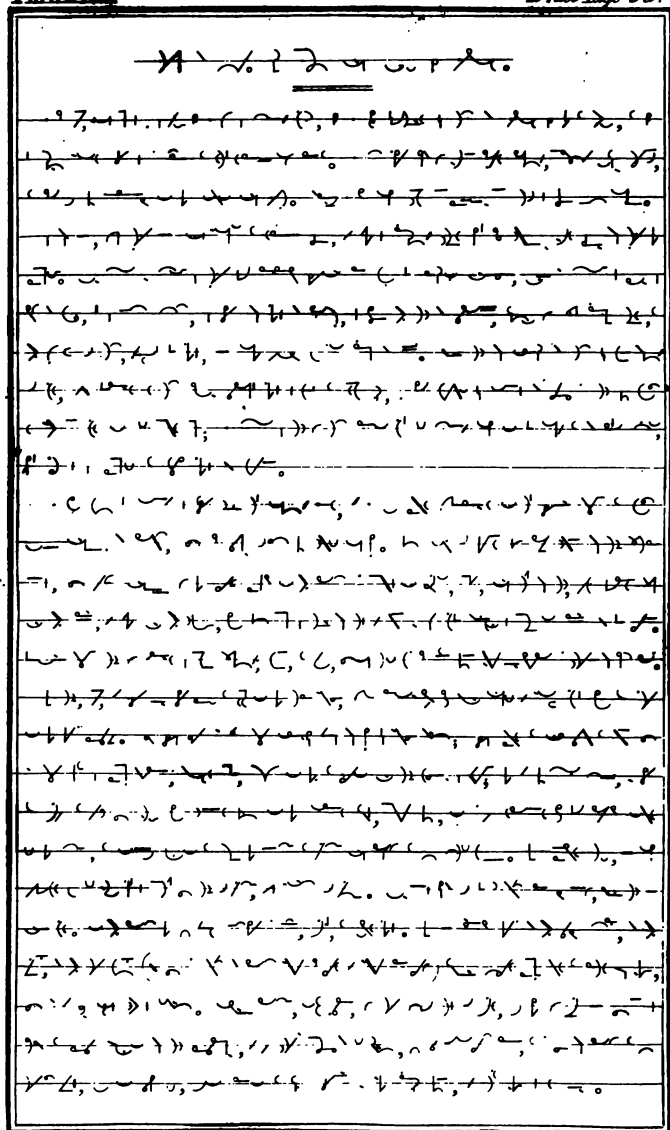
PART OF MR. PITT'S SPEECH ON THE UNION WITH IRELAND.

(As in Plate XIII.)

I HAVE, Sir, endeavoured to¹⁹ state to you the reasons why I think the measure advisable, why I wish it to be proposed to the parliament of Ireland with temper⁴ and fairness, and why it appears to me²⁶ entitled, at least²⁸, to a calm⁴ and dispassionate discussion in that kingdom. I am aware, however, that objections have been urged²⁴ against the measure, some of which²³ are undoubtedly plausible, and have been but too successful in their influence on the Irish parliament¹². Of these objections I shall now proceed, as concisely as possible, to take some notice.

The first is, That the parliament of Ireland¹⁵ is incompetent to¹⁰ entertain and discuss the question¹², or rather, to act upon the measure proposed, without⁴ having previously⁷ obtained the consent¹² of the people of





Ireland¹², their constituents. No man, who maintains the parliament of Ireland to be co-equal with our own, can deny its competency on this question, unless he means to go the length of denying, at the same moment, the whole of the authority of Great Britain¹², to shake every principle of legislation, and to maintain, that all the acts passed, and every thing done by parliament, or sanctioned by its authority, is neither more nor less than an act of usurpation. If this principle of the incompetency of parliament to the decision of the measure⁴ be admitted, or if it be contended, that parliament has no legitimate authority to discuss⁴ and decide upon it²⁰, you will be driven to the necessity of recognizing² a principle, the most dangerous that ever was adopted in any civilized state; I mean the principle, that parliament can not adopt⁴ any measure new in its nature, and of great importance, without appealing² to the constituent and delegating² authority for directions.

I should not deem it necessary to dwell upon this point, in the manner⁴ I do, were I not convinced, that it is connected in part with all those false and dangerous notions on the subject of government which have lately become too prevalent in the world. It may, in fact, be traced to that gross perversion of the principles of all political² society, which rests on the supposition that there exists continually in every government a sovereignty in abeyance, as it were, on the part⁴ of the people, ready to be called²⁴ forth on every occasion, or rather, on every pretence, when it may suit the purposes of the party or faction who are the advocates of this doctrine⁴ to suppose an occasion for its exertion. It is in these²⁸ false principles that are contained²⁴ the seeds of all the misery⁴, desolation, and ruin, which in the present day have spread⁴ themselves over so large a proportion of the habitable² globe.

These principles, Sir, are, at length²⁰, so well known and understood in their practical² effects, that they can no longer⁴ hope for one intelligent or enlightened advocate, when they appear in their true colours. Yet, with all the horror we all feel, in common with the²¹ rest of the world, at the effect of them; with all the confirmed and increasing² love and veneration which we feel towards⁴ the constitution of our country, founded as it is, both in theory and experience, on principles directly⁷ the reverse, there are too many among us²⁰, who, while they abhor and reject such opinions, when presented to them in their naked deformity, suffer them in a more disguised shape to be gradually infused into their minds, and insensibly to influence and bias their sentiments and arguments on the greatest and most important discussions. This concealed poison is now more to be dreaded²⁴ than

any open attempt⁴ to support such principles by argument, or to enforce them by arms. No society, whatever be its particular form, can long subsist, if this principle is once admitted. In every government there must reside somewhere a supreme, absolute⁴, and unlimited authority. This is equally true of every lawful monarchy⁴, of every aristocracy⁴, of every pure democracy⁴ (if such a form of government ever has existed, or ever can exist,) and of those mixed constitutions formed and compounded from the others, which we are justly⁷ inclined to¹⁰ prefer to any of them²². In all these governments, indeed alike, that power may by possibility³ be abused; but whether that abuse is such as to justify and call for the interference³ of the people collectively⁷, or more properly speaking, of any portion of them²⁴, must always be an extreme⁴ case, and a question of the greatest and most perilous responsibility³, not in law only, but in conscience and duty, to all those who either act upon it²⁶ themselves, or persuade⁴ others to do so.





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